

**AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
RAVENSWOOD FAMILY HEALTH CENTER**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Ravenswood Family Health Center, hereinafter called "Contractor";

W I T N E S S E T H:

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

WHEREAS, the parties entered into an Agreement for comprehensive primary health care services on February 19, 2014; and

WHEREAS, the parties wish to amend the Agreement extending it through December 31, 2015 and increasing the maximum amount by \$65,000 to an amount not to exceed \$130,000.

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

1. Section 2 of the Agreement, Contract Term, is replaced in its entirety with the following:

The term of this Agreement shall be from January 1, 2014 to December 31, 2015, unless terminated earlier by the County.

2. Section 3 of the Agreement, Payments, is replaced in its entirety with the following:

In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and any Exhibit(s) or attachment(s) attached hereto, County shall make payment to Contractor in the manner specified herein and in Exhibit "A". In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination. The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall total payment for services under this Agreement exceed ONE HUNDRED THIRTY THOUSAND DOLLARS, (\$130,000).

3. Original Exhibit A is replaced with Revised Exhibit A (rev. 9/8/14).

Exhibit A is replaced in its entirety by Revised Exhibit A (rev. 9/8/14) and is attached hereto.

4. Section 22 is added to the Agreement to read as follows:

**22. Compliance with County Employee Jury Service Ordinance.** Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that a contractor shall have and adhere to a written policy providing that its employees, to the extent they live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code."

5. **All other terms and conditions of the agreement dated March 11, 2014, between the County and Contractor shall remain in full force and effect.**

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

COUNTY OF SAN MATEO


By: \_\_\_\_\_  
President, Board of Supervisors, San Mateo County

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Clerk of Said Board

Ravenswood Family Health Center

  
\_\_\_\_\_  
Contractor's Signature

Date: 10/13/14

Exhibit A (rev. 9/8/14)

**Agreement between the County of San Mateo and Ravenswood Family Health Center**

**1. Description of Services to be Performed by Contractor**

In consideration of the payments set forth in Section 2, Amount and Method of Payment, Contractor shall provide the following services:

The County of San Mateo Health Care for the Homeless/Farmworker Health (HCH/FH) Program is contracting with Ravenswood Family Health Center (RFHC) to provide primary health care services to individuals who are homeless in San Mateo County.

Ravenswood Family Health Center will provide primary health care services to a minimum of **500 unduplicated homeless individuals** each contract year for a total of at least **1,895 visits each contract year**. At least 75% of the homeless individuals served each contract year will be living in shelters, transitional housing or on the street.

The primary health care services to be provided by Ravenswood Family Health Center will be implemented as measured by the following objectives and outcome measures.

**OBJECTIVE 1:** Provide access to primary health care services to at least 500 individuals each contract year who qualify as homeless in San Mateo County for a total of 1,895 visits.

**Outcome Measure 1.A:** At least 60% of the homeless adults served each contract year will receive a comprehensive health screening for chronic diseases and other health conditions including hypertension, tobacco, drugs and alcohol, diabetes, obesity, STI, TB and, in those patients who provide consent, HIV. All women will be offered gynecological screenings and referred as age and/or risk appropriate for a mammogram.

**Outcome Measure 1.B:** At least 250 homeless individuals served within each contract year will receive behavioral health screenings by a behavioral health professional using a behavioral health assessment tool as a guide and will receive continued counseling with the behavioral health professional based on their assessment and identified concerns that the client would like to address.

**Outcome Measure 1.C:** At least 50 homeless individuals in each contract year who are identified as a high-risk medical patient will be provided with case management services to support continuation of access and services.

**OBJECTIVE 2:** Homeless female patients between 21 and 64 years of age will have had at least one pap smear test within the past three years.

**Outcome 2.A:** At least 90% of the homeless female patients between 21 and 64 years of age will be screened for having a pap smear test within the past three (3) years.

**Outcome 2.B:** 100% of those found to not have a pap smear test within the past three (3) years will be offered the test.

**OBJECTIVE 3:** Provide ongoing primary health care to homeless individuals diagnosed with hypertension.

**Outcome 3.A.:** At least 70% of homeless patients with diagnosed hypertension will have most recent blood pressure levels less than 140/90.

**OBJECTIVE 4:** Provide ongoing primary health care services to homeless individuals diagnosed with either Type I or Type II diabetes.

**Outcome 4.A:** At least 80% of homeless patients diagnosed with Type I or Type II diabetes will have HbA1c levels less than or equal to 9%.

**OBJECTIVE 5:** Provide prenatal care to pregnant homeless women.

**Outcome 5.A:** At least 90% of pregnant homeless women will be assessed upon presentation to RFHC and receive their first medical prenatal visit within one (1) week of presentation for care.

**Outcome 5.B:** At least 95% of infants delivered to homeless women will have healthy birth weights.

### **RESPONSIBILITIES:**

The following are the contracted reporting requirements that **Ravenswood Family Health Center** must fulfill:

1. All demographic information will be obtained from each homeless individual receiving primary health care services during the contract period. This data will be submitted to the HCH/FH Program with the monthly invoice. **This may include homeless individuals for whom the Contractor is not reimbursed.**
2. A monthly invoice detailing the number of unduplicated individuals served in the previous month and the total encounters provided to all homeless individuals in this same time period will be submitted to the HCH/FH Program by the 10<sup>th</sup> of the month following service. Invoices shall be sufficiently detailed to allow for tracking an individual to their provided demographic data.
3. Quarterly reports providing an update on the contractual goal, objectives, and outcome measures shall be submitted by the following dates: April 15, July 15 and October 15 of 2014 & 2015, and January 15, 2015 & 2016.
4. Contractor will provide a full report of all homeless patients seen during the first quarter of the year (January 1, 2014 to March 31, 2014) indicating any and all health care coverage (e.g. Medi-Cal) identified for the individual. The report will also include, for those not eligible for any coverage program, the specific reason that an individual was found not eligible for the coverage programs. This report will be due on April 15, 2014.
5. Participate and prepare for annual chart reviews as indicated by the HCH/FH Program.
6. Participate in planning and quality assurance activities.
7. Participate in HCH/FH Provider Collaborative meetings and other workgroups as requested by the HCH/FH Program.
8. Participate in community activities that address homeless issues (e.g., Homeless, One Day Count, Homeless Project Connect).

The following are the contracted requirements that **HCH/FH Program** must fulfill:

1. Monitor Ravenswood Family Health Center's progress to assure it is meeting its contractual requirements with the HCH/FH Program.
2. Review, process and monitor monthly invoices.
3. Review quarterly reports to assure that goals and objectives are being met.
4. Provide technical assistance to Ravenswood Family Health Center on the HCH/FH Program as needed.

## **2. Amount and Method of Payment**

In consideration of the services provided by Contractor pursuant to Section 1, **Description of Services to be Performed by Contractor**, and subject to the terms of the Agreement, County shall pay Contractor based on the following schedule and terms:

- A. County shall pay Contractor at a rate of \$130.00 each for each unduplicated homeless individual invoiced, per contract year, up to the maximum per contract year of 500 individuals, and limited as defined in Exhibit A.
- B. Contractor will invoice the HCH/FH Program by the 10<sup>th</sup> of month after rendered services with the number of homeless individuals and encounters for the previous month. Invoices will be approved by the HCH/FH Program Director.