

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
SAMARITAN HOUSE**

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 2014, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Samaritan House, 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 to provide full range of enabling services to homeless individuals, centered on health care case management and patient education on February 11, 2014; and

WHEREAS, the parties wish to amend the Agreement extending the term to December 31, 2015, and increasing the maximum amount by \$55,000 to an amount not to exceed \$110,000.

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 TEN THOUSAND DOLLARS, (\$110,000).

3. Original Exhibit A is replaced with Revised Exhibit A (rev. 9/10/14).

Exhibit A is replaced in its entirety by Revised Exhibit A (rev. 9/10/14) 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

Samaritan House



Contractor's Signature

Date: 10/14/14

Exhibit A (rev. 9/10/14)
Agreement between the County of San Mateo and Samaritan House

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 Samaritan House for a full range of enabling services to homeless individuals, centered on health care case management and patient education. Samaritan House, through Safe Harbor Shelter, will provide case management, patient and community education, transportation, eligibility assistance, and referral services to improve client access to San Mateo County Health System primary medical services and HCH/FH Program contractors, to at least **175 unduplicated homeless individuals each contract year** who meet Bureau of Primary Health Care (BPHC) criteria for homeless individuals.

The services to be provided by Samaritan House will be implemented as measured by the following objectives and outcome measures:

OBJECTIVE 1: Provide initial assessments and on-going health care case management services to a minimum of **175** homeless individuals each contract year in order to better access primary care through the San Mateo County Health System, and HCH/FH Program contractors. A minimum of **300** on-going health care case management encounters will be provided to these 175 individuals.

Each case management encounter must meet BPHC criteria to be included in the count. Such criteria, as they may be amended from time to time, are incorporated by reference into this Agreement. BPHC presently defines a case management encounter as an encounter between a case management provider and a patient during which services are provided that assist patients in the management of their health needs, including patient needs assessments, the establishment of service plans, and the maintenance of referral, tracking, and follow-up systems. These encounters must be face-to-face with the patient. Third party interactions on behalf of a patient are **not** counted in case management encounters.

Outcome Measure 1.A: All (100%) homeless clients will receive an assessment to identify medical, dental, behavioral health (mental health and AOD services), and other health care needs.

Outcome Measure 1.B: Of those clients identified as having a health care need, at least 95% will receive ongoing case management services and will create individualized health care case plans.

Outcome Measure 1.C: Of those clients receiving ongoing case management services, at least 70% will complete their health care case plan.

Outcome Measure 1.D: Of the homeless individuals that do not currently have a medical home, a minimum of 60% will establish medical homes, as defined by a minimum of two (2) attended primary medical care service appointments (one initial appointment and one follow-up appointment).

Outcome Measure1.E: All homeless clients with a health care need will be linked and referred to health care services as identified in their health care case plan. At least 70% of clients with scheduled primary care appointments will attend at least one of these appointments.

OBJECTIVE 2: Provide clients with health education program to increase knowledge of healthy behaviors and increase awareness of available resources in the community. Health education program will include information regarding nutrition, HIV/AIDS and STD/STI testing, tobacco cessation, Well Body program, etc.

Outcome Measure 1.A: At least 70% of clients with an identified health care need will participate in the health education program at Safe Harbor.

Outcome Measure1.B: A minimum of 85% will improve their knowledge of healthy behaviors as evidenced by pre- and post-test results.

RESPONSIBILITIES:

The following are the contracted reporting requirements that Samaritan House must fulfill:

1. All demographic information will be obtained from each homeless individual receiving enabling 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 new 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 10th of the following month. 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 goals, objectives, and outcome measures shall be submitted by the following dates: April 15, July 15, October 15 of 2014 & 2015, and January 15, 2015 & 2016.
4. Participate in planning and quality assurance activities related to the HCH/FH Program.
5. Participate in HCH/FH Provider Collaborative Meetings and other workgroups.
6. Participate in community activities that address homeless issues (e.g., Homeless, One Day Count, Homeless Project Connect).
7. Provide active involvement in the Bureau of Primary Health Care Office of Performance Review Process.

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

1. Monitor Samaritan House'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 Samaritan House 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 \$364.00 for the first homeless client invoiced plus \$314.00 for each subsequent unduplicated homeless individual invoiced for the contract year, for delivery of enabling services, up to the maximum of 175 per contract year, limited as defined in Exhibit A for "unique unduplicated."
- B. Contractor will invoice the HCH/FH Program by the 10th of month after rendered services with the number of homeless individuals and encounters for the previous month. Invoices will be approved by the Health Care for the Homeless/Farmworker Health Program Director.