

**Professional Services Agreement  
Between the County of San Mateo and  
Medical Anesthesia Consultants Medical Group, Inc.  
For Anesthesia and Pain Management Services**

**THIS PROFESSIONAL SERVICES AGREEMENT** is entered into by and between the County of San Mateo, San Mateo County Health (“County”) and **Medical Anesthesia Consultants Medical Group, Inc., a California professional corporation** (“Contractor”).

W I T N E S S E T H:

WHEREAS, County operates healthcare facilities collectively known as “San Mateo Medical Center” (SMMC); and

WHEREAS, it is necessary and desirable that Contractor be retained for the purpose of arranging for its clinicians to perform professional services described in this Agreement for SMMC; and

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

WHEREAS, Contractor desires to provide such services all upon the terms and conditions stated below, and this Agreement is entered into for the purpose of defining the parties’ respective rights and responsibilities.

**NOW, THEREFORE**, in consideration of the mutual agreements set out below, the parties agree as follows:

**Section 1: Contractor’s Obligations**

**1.1 Organizational Status**

Contractor represents and warrants that Contractor is A partnership, professional services corporation, or association duly organized and validly existing under the laws of the State of California and authorized to engage in the profession of anesthesia and pain management in the State of California.

**1.2 Contractor’s Representatives**

1.2.1 Where context requires it, the term “Contractor” as used herein may be intended to include or reference Contractor’s representatives, employees, shareholders, partners, subcontractors, and agents providing services in San Mateo County under this Agreement; provided, however, that the Parties agree that individual clinicians and agents of Contractor are not a party to this Agreement, and that all Contractor’s obligations and compensation set forth herein of Contractor are the sole obligations of Medical Anesthesia Consultants Medical Group, Inc., and not of its individual agents and clinicians.

1.2.2 Contractor will designate a “Lead Contractor”. This Lead Contractor will be the contact person for the County when dealing with issues affecting both parties, including but not limited to enforcement of this Agreement, in cases where direct discussion with the contractor fails to adequately resolve this issue.

1.3 **Qualifications**

The following indicate qualifications that must be satisfied by each clinician as a condition of providing services under this Agreement:

1.3.1 Must be accepted by the Chief Executive Officer of SMMC or his/her designee; said acceptance may be withdrawn immediately at any time with written notice to Contractor at the reasonable discretion of the Chief Executive Officer of SMMC, his/her designee, the County’s Chief of Health, or his/her designee.

1.3.2 Must always keep and maintain a valid license to engage in the practice of medicine in the State of California; Drug Enforcement Administration (DEA) License; board certification; and credentialing eligibility with government and commercial payers. Contractor is responsible for all license dues.

1.3.3 Must have active Medical Staff membership and/or privileges as may be required under the Bylaws of County for Contractor to provide the services contemplated by this Agreement. Contractor is responsible for membership dues.

1.3.4 Is not currently excluded, debarred, or otherwise ineligible to participate in local, state, or federal healthcare programs or in federal procurement or non-procurement programs.

1.3.5 Has not been convicted of a criminal offense.

1.3.6 Contractor agrees that its clinicians will participate in the County’s Organized Health Care Arrangement (OHCA), as described by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

1.4 **Services to be Performed by Contractor**

In consideration of the payments hereinafter set forth, Contractor’s clinicians, under the general direction of the Chief Executive Officer of SMMC or his/her designee, with respect to the product or results of Contractor’s services, shall provide medical services as described in Exhibit A, attached hereto and incorporated by reference herein. Such services shall be provided in a professional and diligent manner.

1.5 **Payments**

1.5.1 Maximum Amount

In full consideration of Contractor's performance of the services described in Exhibit A, the amount that County shall pay for services rendered under this Agreement shall not exceed the amount specified in Exhibit B.

#### 1.5.2 Rate of Payment

The rate and terms of payment shall be as specified in Exhibit B, attached hereto and incorporated herein. Any rate increase is subject to the approval of the Chief, County Health or his/her designee and shall not be binding on the County unless so approved in writing. Each payment shall be conditioned on the Contractor's performance of the provisions of this Agreement, to the full satisfaction of the Chief, County Health, Chief Executive Officer of SMMC, or either of their designees.

#### 1.5.3 Time Limit for Submitting Invoices

Contractor shall submit an invoice for services to County for payment in accordance with the provisions of Exhibit B and Exhibit G. County shall not be obligated to pay Contractor for the services covered by any invoice if Contractor presents the invoice to County more than one hundred eighty (180) days after the date Contractor renders the services, or more than ninety (90) days after this Agreement terminates, whichever is earlier. Invoices will be processed between thirty – forty-five days.

### 1.6 **Time Commitment and Substitute Responsibility**

Contractor will perform duties FIFTY-TWO (52) weeks out of the year.

Contractor will provide reasonable notification of planned absences, but no later than FOURTEEN (14) days prior to the planned absence.

Contractor shall provide, at Contractor's sole cost and expense, a substitute for any absence. As a condition of providing services under this Agreement, any such substitute shall first be approved by the Chief Executive Officer of SMMC or his/her designee and shall otherwise satisfy all qualification requirements applicable to the Contractor, including but not limited to being covered under Contractor's insurance or submitting separate insurance issued by a company under such terms and limitations as County shall reasonably approve.

### 1.7 **General Duties of Contractor**

#### 1.7.1 Administrative and Miscellaneous Duties and Responsibilities

Contractor will require its clinicians to cooperate with the administration of SMMC. Such cooperation shall include but not be limited to the following:

- A. Adhere to the County policy requiring all contracted providers to use their SMMC-provided e-mail address;
- B. Creating and maintaining medical records in a timely fashion (including the appropriate use of dictation or other technology, as required by County);
- C. Participate in peer review;
- D. Timely complete all required training and education;
- E. Complete time studies as required by California and Federal reimbursement regulations, and County's compliance programs;
- F. Meet quarterly with the department manager to address whether the contract services as described in Exhibit A and performance metrics described in Exhibit D are being met;
- G. To the extent applicable, Contractor shall provide appropriate supervision and review of services rendered by Contractor's physician assistants and other non-physicians of Contractor involved in the direct medical care of County's patients.
- H. Contractor's clinicians are to meaningfully engage in process improvement activities and lead projects as required.

#### 1.7.2 Billing and Coding Compliance

Contractor's clinicians and agents shall prepare such administrative and business records and reports related to the service in such format and upon such intervals as County shall reasonably require. Contractor agrees to keep accurate and complete records. To the extent that billing is discussed in more detail in Exhibits to this Agreement, Contractor shall comply with those billing-related requirements.

#### 1.7.3 Compliance with Rules and Regulations

Contractor agrees to abide, and to cause its clinicians to abide, by rules, regulations, and guidelines of County. County may from time to time amend, add, or delete rules, regulations, or guidelines at County's sole discretion, and such amendment will not affect the enforceability or terms of this Agreement. Contractor will be notified if changes are made.

#### 1.7.4 Compliance with General Standards

Contractor shall maintain its operations in compliance with all applicable laws and rules relating to licensure and certification, including but not limited to: Title

XXII of the California Administrative Code; those necessary to participate in the Medicare and Medi-Cal programs under Title VIII and Title XIX, respectively, of the Social Security Act; and those required by the Joint Commission. Contractor shall provide satisfactory evidence of such licenses and certificates. Contractor shall inform County of any notice of any incident within its operations which may affect any license or certification held by Contractor within thirty (30) days.

#### 1.7.5 Compliance with Patient Information

Contractor shall keep in strictest confidence and in compliance with all applicable state and federal laws any patient information. Contractor shall not disclose such information except as permitted by law.

All services to be performed by Contractor pursuant to this Agreement shall be performed (1) in accordance with all applicable federal, state, county, and municipal laws, ordinances, and regulations, including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended, the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended and attached hereto and incorporated by reference herein as Attachment I, which prohibits discrimination on the basis of handicap in programs and activities receiving any federal or county financial assistance and, if applicable, (2) in compliance with the Business Associate requirements set forth in Attachment H, if attached hereto. Such services shall also be performed in accordance with all applicable ordinances and regulations, including, but not limited to, appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and state, federal, county, or municipal law or regulations, the requirements of the applicable law will take precedence over the requirements set forth in this Agreement. Contractor will timely and accurately complete, sign, and submit all necessary documentation of annual training requirement within thirty (30) days.

#### 1.7.6 Compliance with Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and 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 full-time 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." The requirements of Chapter 2.85 do not apply if this Agreement's total value listed in Exhibit B, is less than one-hundred thousand dollars (\$100,000), but Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value meets or exceeds that threshold amount.

#### 1.7.7 Compliance with Living Wage Ordinance

As required by Chapter 2.88 of the San Mateo County Ordinance Code, Contractor certifies all contractor(s) and subcontractor(s) obligated under this contract shall fully comply with the provisions of the County of San Mateo Living Wage Ordinance, including, but not limited to, paying all Covered Employees the current Living Wage and providing notice to all Covered Employees and Subcontractors as required under the Ordinance. (If LWO is not applicable to this contract, you may delete this section without County Counsel review. Contact your assigned County Counsel if you are unsure if LWO is applicable)

#### 1.7.8 Non-Discrimination

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services in this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

Contractor shall assure compliance with Section 504 of the Rehabilitation Act of 1973 by submitting as part of this Agreement a signed letter of assurance of compliance (Attachment I to this Agreement). Contractor shall be prepared to submit a self-evaluation and compliance plan to County upon request within one (1) year of the execution of this Agreement.

General Non-Discrimination. No person shall be denied any services (including but not limited to admission and treatment) provided pursuant to this Agreement

(except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

Equal Employment Opportunity. Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

Violation of Non-Discrimination Provisions. Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject Contractor to penalties to be determined by the County Manager, including and limited to:

- A. Termination of this Agreement;
- B. Disqualification of Contractor from bidding or being awarded a County contract for a period of up to three (3) years;

To effectuate the provisions of these paragraphs, the County Manager shall have the authority to examine Contractor's employment records with respect to compliance with this paragraph; and

Within thirty (30) days, Contractor shall report to the County Manager the filing by any person in any court of any complaint of discrimination or the filing by any person of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission, or any other entity charged with the investigation of allegations, provided that within such thirty (30) days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notifications shall include the name of the complainant, a copy of such complaint, and description of the circumstance. Contractor shall provide County with a copy of its response to the complaint when filed/submitted.

Compliance with Equal Benefits Ordinance. Contractor shall comply with all laws relating to the provision of benefits to its employees and their spouses or domestic partners, including, but not limited to, such laws prohibiting discrimination in the provision of such benefits on the basis that the spouse or domestic partner of the Contractor's employee is of the same or opposite sex as the employee.

Compliance with Federal Regulations. Contractor shall comply fully with the non-discrimination requirements required by 41 CFR 60-741.5(a), which is incorporated herein as if fully set forth.

History of Discrimination. Contractor certifies that no finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other investigative entity. If any finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or other investigative entity, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination prior to execution of this Agreement. Failure to comply with this Section shall constitute a material breach of this Agreement and subjects the Agreement to immediate termination at the sole option of the County.

1.7.9 Requirement of Physician to Notify County of any Detrimental Professional Information or Violation of Contract Rules or Policies

During the term of this Agreement, Contractor shall notify County immediately, or as soon as is possible thereafter, in the event that one of Contractor's clinicians working at Hospital:

- I. License to practice in any jurisdiction is suspended, revoked, or otherwise restricted;
- II. Receives a complaint or report concerning clinician's competence or conduct from any state medical or professional licensing agency;
- III. Has privileges at any hospital or health care facility or under any healthcare plan denied, suspended, restricted, terminated, or under investigation for medical disciplinary cause or reason;
- IV. Has their controlled substance registration certificate (issued by the DEA), if any, suspended, revoked, or not renewed;
- V. Has, or Contractor has, their participation as a Medicare or Medi-Cal provider under investigation or terminated;
- VI. There is a material change in any of the information the Contractor has provided to County concerning Contractor's professional qualification or credentials;

- VII. A sexual misconduct or sexual abuse allegation made against them;
- VIII. Is charged with a felony or health care crime; or

Contractor will also notify the County if it breaches any of the terms of this Agreement; violates any of the County's rules or regulations, or if the Contractor is subject to or a participant in any form of activity which could be characterized as discrimination or harassment.

**1.8 Provision of Records for County**

Contractor shall furnish any and all information, records, and other documents related to Contractor's services hereunder which County may reasonably request in furtherance of its quality assurance, utilization review, risk management, and any other plans and/or programs adopted by County to assess and improve the quality and efficiency of County's services. As reasonably requested, Contractor shall participate in one or more of such plans and/or programs.

**1.9 Cooperation with County in Maintaining Licenses**

Contractor shall assist County in obtaining, achieving, and/or maintaining any and all licenses, permits, other authorization, and/or accreditation standards which are dependent upon, or applicable to, in whole or in part, Contractor's services under this Agreement.

**1.10 Contractor's Conflict of Interest**

Contractor shall inform County of any other arrangements which may present a professional, financial, Stark Law, or any other state or federal conflict of interest or materially interfere in Contractor's performance of its duties under this Agreement. In the event Contractor pursues conduct which does, in fact, constitute a conflict of interest or which materially interferes with (or is reasonably anticipated to interfere with) Contractor's performance under this Agreement, County may exercise its rights and privileges under Section 3 below.

**1.11 Non-Permitted Uses of County Premises**

Contractor agrees not to use, or permit any of Contractor's representatives to use, any County facility or service for any purpose other than the performance of services under this Agreement. Without limiting the generality of the foregoing, Contractor agrees that no part of the premises of County shall be used at any time as an office for private practice or delivery of care for non-County patients.

**1.12 No Contract in County Name**

Contractor shall not have the right or authority to enter into any contract in the name of County or otherwise bind County in any way without the express written consent of County.

1.13 **Regulatory Standards**

Contractor shall perform all services under this Agreement in accordance with any and all regulatory and accreditation standards applicable to County and the relevant medical service, including, without limitation, those requirements imposed by the Joint Commission, the Medicare/Medi-Cal conditions of participation, and any amendments thereto.

1.14 **Availability of Records for Inspection**

As and to the extent required by law, upon written request of the Secretary of Health and Human Services, the Comptroller General, or any of their duly authorized representatives, Contractor shall make available those contracts, books, documents, and records necessary to verify the nature and extent of the costs of providing services under this Agreement. Such inspection shall be available for up to four (4) years after the rendering of such services. If Contractor carries out any of the duties of this Agreement through a subcontract with a value of \$10,000 or more over a twelve (12) month period with a related individual or organization, Contractor agrees to include this requirement in any such subcontract. This section is included pursuant to and is governed by the requirements of 42 U.S.C. Section 1395x(v)(1) and the regulations thereto. No attorney-client, accountant-client, or other legal privilege will be deemed to have been waived by County, Contractor, or any Contractor's representative by virtue of this Agreement.

1.15 **Professional Standards and Medical Decision Making**

Contractor and clinicians, as applicable, shall perform duties under this Agreement without direct supervision and in accordance with the rules of ethics of the medical profession. Contractor shall also perform his/her duties under this Agreement in accordance with the appropriate standard of care for his/her medical profession and specialty. The Contractor's clinicians have a right to exercise independent professional judgment in the care of patients.

**Section 2: Change of Circumstances**

In the event either (i) Medicare, Medi-Cal, or any third party payor or any federal, state, or local legislative or regulative authority adopts any law, rule, regulation, policy, procedure, or interpretation thereof which establishes a material change in the method or amount of reimbursement or payment for services under this Agreement; or (ii) any or all such payors/authorities impose requirements which require a material change in the manner of either party's operations under this Agreement and/or the costs related thereto; then, upon the request of either party materially affected by any such change in

circumstances, the parties shall enter into good faith negotiations for the purpose of establishing such amendments or modifications as may be appropriate in order to accommodate the new requirements and change of circumstance while preserving the original intent of this Agreement to the greatest extent possible. If, after thirty (30) days of such negotiations, the parties are unable to reach an agreement as to how or whether this Agreement shall continue, then either party may terminate this Agreement upon thirty (30) days prior written notice.

### **Section 3: Term and Termination**

#### **3.1 Term**

The term of this Agreement shall be from March 1, 2021, through February 28, 2024.

#### **3.2 Extension of Term**

The term of the Agreement may be extended by mutual written, signed agreement by both parties.

#### **3.3 Termination and Replacement**

##### **3.3.1 Termination**

This agreement may be terminated by either Party at any time upon one hundred eighty (180) days written notice to the other Party.

The County may immediately terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon (1) unavailability of federal, state, or county funds or (2) closure of the County, SMMC, or the department of SMMC at which Contractor is to provide services, by providing written notice to Contractor as soon as is reasonably possible after the County learns of said unavailability of outside funding or closure.

##### **3.3.2 Replacement of Clinicians**

Contractor may cure any of the below occurrences that relates to one or more individual clinicians by removing that clinician from providing services hereunder and replacing them with a mutually agreeable clinician. Such a replacement must occur within fourteen (14) business days of notice from County or date of incident. The Clinicians will be removed for any of the below occurrences:

- A. Failure to meet the standard of care or demonstrates continued unprofessional conduct;
- B. Upon a Contractor clinician's loss, restriction, or suspension of his or her professional license to practice medicine in the State of California;

- C. Upon Contractor's suspension or exclusion from the Medicare or Medi-Cal Program;
- D. If the Contractor violates the State Medical Practice Act;
- E. If the Contractor's clinician's professional practice imminently jeopardizes the safety of patients;
- F. If Contractor's clinician is convicted with a felony or health care crime;
- G. If Contractor's clinician violates ethical and professional codes of conduct of the workplace as specified under state and federal law and Exhibit F;
- H. Upon revocation, cancellation, suspension, or limitation of the Contractor's clinician's medical staff privileges at the County;
- I. If Contractor has a guardian or trustee of its person or estate appointed by a court of competent jurisdiction;
- J. If Contractor becomes disabled so as to be unable to perform the duties required by this Agreement;
- K. If Contractor fails to maintain professional liability insurance required by this Agreement;
- L. Upon County's loss of certification as a Medicare and/or Medi-Cal provider;
- M. Upon the closure of the County, SMMC, or the medical service at SMMC in relation to which the Contractor is providing services.

### 3.3.3 Termination for Breach of Material Terms

Either party may terminate this Agreement at any time in the event the other party engages in an act or omission constituting a material breach of any term or condition of this Agreement. The party electing to terminate this Agreement shall provide the breaching party with no fewer than thirty (30) days advance written notice specifying the nature of the breach. The breaching party shall then have thirty (30) days from the date of the notice (or such longer period as is specified in the notice) in which to remedy the breach and conform its conduct to this Agreement. If such corrective action is not taken within the time specified, this Agreement shall terminate at the end of the notice and cure period (typically sixty (60) days) measured from the date of initial notice without further notice or demand.

Upon breach of the terms of this Agreement by a clinician, County shall have the option of withdrawing its acceptance of that clinician, as described in Section 1.3.1, without terminating this Agreement. Upon withdrawal of acceptance, Contractor must replace said clinician as specified in Section 1.6 of this Agreement. Withdrawal of acceptance of an individual clinician will not, of itself, constitute grounds for termination of this Agreement by either party.

#### 3.3.4 Patient Records Upon Termination

All original patient records shall be property of the County. Upon termination of this Agreement, Contractor shall return any such records as may be in Contractor's possession to County, subject to Contractor's right to copies of records.

#### 3.3.5 National Practitioner Data Bank Required Reporting

In consideration of automatic termination under 3.3.2. (G) listed above, County is required to report all professional review actions based on reasons related to professional competence or conduct that adversely affect Contractor's clinical privileges for a period longer than 30 days to the National Practitioner Data Bank (NPDB). Additionally, County is required to report to the NPDB any voluntary surrender or restriction of clinical privileges while under, or to avoid, an investigation.

#### 3.3.6 California Reporting Requirements

In consideration of automatic termination under 3.3.2 (G) listed above, County is required to report to the Medical Board of California all actions taken against physicians, which deny, restrict for 30 days or more in a 12-month period, or terminate staff privileges for medical disciplinary cause or reason. If the termination or restriction occurred due to a resignation or other voluntary action following notice of an impending investigation, that also must be reported.

### **Section 4: Insurance and Indemnification**

#### 4.1 **Insurance**

Contractor shall not commence work under this Agreement until all insurance required under this Section has been obtained and such insurance has been approved by the County. Contractor shall furnish County with Certificates of Insurance evidencing the required coverage upon request, and there shall be a specific contractual endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any

pending change in the limits of liability or of any cancellation or modification of the policy.

4.1.1 Violation of This Section or Decrease/Cancellation of Coverage

In the event of either (1) violation of any provision of Section 4 of this Agreement or (2) receipt of notice by the County that any insurance coverage required under Section is will be diminished or cancelled, County at its option may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

4.1.2 Workers' Compensation and Employer Liability Insurance

Contractor shall have in effect during the entire life of this Agreement workers' compensation and employer liability insurance providing full statutory coverage. In signing this Agreement, Contractor makes the following certification, required by Section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement.

4.1.3 Liability Insurance

Contractor shall take out and maintain during the life of this Agreement such bodily injury liability and property damage liability insurance as shall protect him or her, while performing work covered by this Agreement, from any and all claims for property damage which may arise from Contractor's operations or actions under this Agreement, whether such operations/ actions are done by a clinician, any subcontractor, or anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage coverage for each occurrence and shall not be less than the amount specified below.

Such insurance shall include:

- A. Comprehensive general liability insurance... \$1,000,000
- B. Motor vehicle liability insurance..... \$-0-

C. Professional liability insurance.....\$1,000,000/\$3,000,000

4.1.4 County Adjustment of Insurance Coverage

If this Agreement remains in effect more than one (1) year from the date of its original execution, County may, at its sole discretion, require an increase in the amount of liability insurance to the level then customary in similar County agreements by giving (60) days' notice to Contractor. Contractor must obtain such increased amount of coverage by the end of that notice period.

4.1.5 County as Certificate Holder

County and its officers, agents, employees, and servants shall be named as Certificate Holder on any such policies of general liability insurance. Such policies shall also contain a provision that the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy, and that if County or its officers and employees have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only. Said certificate(s) of insurance is (are) attached hereto.

4.2 **Tail Coverage**

If Contractor obtains one or more claims-made insurance policies to fulfill its obligations, Contractor will: (i) maintain coverage with the same company during the term of this Agreement and for at least three (3) years following termination of this Agreement; or (ii) purchase or provide coverage that assures protection against claims based on acts or omissions that occur during the period of this Agreement which are asserted after the claims-made insurance policy expired.

4.3 **Hold Harmless**

Contractor shall indemnify and hold harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description brought for or on account of: (i) injuries or death of any person, including Contractor; (ii) damage to any property of any kind whatsoever and to whomsoever belonging; (iii) any failure to withhold and/or pay to the government income and/or employment taxes from earnings under this agreement; (iv) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply with the requirements set forth in the Health Insurance Portability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or (v) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants resulting from the performance of any work required of Contractor or payments made pursuant to this Agreement, provided that this shall not apply to injuries or damages to the extent that

County has been found in a court of competent jurisdiction to be liable by reason of its own negligence or willful misconduct.

The duty of the Contractor to indemnify and save harmless as set forth herein shall include the duty to defend as set forth in Section 2778 of the California Civil Code. Contractor shall indemnify, defend, and hold County harmless from and against any and all claims for wages, salaries, benefits, taxes, and all other withholdings and charges payable to, or in respect to, Contractor's representatives for services provided under this Agreement.

## **Section 5: Miscellaneous Provisions**

### **5.1 Confidentiality**

This Agreement is not confidential. If the contracted amount exceeds \$200,000, the Agreement is subject to review and approval of the Board of Supervisors pursuant to Government Code Section 31000. As such, this Agreement is a public record pursuant to the California Public Records Act.

### **5.2 Notice Requirements**

Any notice, request, demand, or other communication required or permitted hereunder shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below; and (2) either deposited in the United State mail, postage prepaid, certified or registered mail, return receipt requested -or- deposited for overnight delivery with an established overnight courier that provides a tracking number showing confirmation of receipt, for transmittal, charges prepaid, addressed to the address below. In the event that the facsimile transmission is not possible, notice shall be given both by United States mail and an overnight courier as outlined above.

If to County: Chief Executive Officer  
San Mateo Medical Center  
222 W 39<sup>th</sup> Avenue  
San Mateo, CA 94403  
Facsimile: 650/573-2950

With Copy to: County Counsel's Office  
400 County Center, 6<sup>th</sup> Floor  
Redwood City, CA 94063  
Facsimile: 650/363-4034

If to Contractor: **Medical Anesthesia Consultants Medical Group, Inc.**  
2175 N. California Blvd., Ste. 425  
Walnut Creek, CA 94596  
651-231-4382

With a copy to:

c/o Envision Physician Services  
1A Burton Hills Blvd.  
Nashville, TN  
Attn: Legal Department

5.3 **Merger Clause, Amendment, and Counterparts**

This Agreement, including the Exhibits and Attachments attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in this body of the agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any exhibit and/or attachment to this agreement, the provisions of this body of the agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document, whether written or otherwise, are not binding. All subsequent modifications shall be in writing and signed by the parties.

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

5.4 **Severability**

In the event any provision of this Agreement is found to be legally invalid or unenforceable for any reason, the remaining provisions of the Agreement shall remain in full force and effect provided that the fundamental rights and obligations remain reasonably unaffected.

5.5 **Assignment**

Because this is a personal service contract, Contractor may not assign any of its rights or obligations hereunder without the prior written consent of County. County may assign this Agreement to any successor, to all or substantially all of County's operating assets, or to any affiliate of County. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

5.6 **Independent Contractor**

Contractor and all Contractor's representatives are performing services and duties under this Agreement as independent contractors and not as employees, agents, or partners of or joint ventures with County. County does retain responsibility for the performance of Contractor and Contractor's representatives as and to the extent required by law and the accreditation standards applicable to County. Such responsibility, however, is limited to establishing the goals and objectives for the service

and requiring services to be rendered in a competent, efficient, and satisfactory manner in accordance with applicable standards and legal requirements. Contractor shall be responsible for determining the way services are provided and ensuring that services are rendered in a manner consistent with the goals and objectives referenced in this Agreement.

5.7 **Regulatory Requirements**

The parties expressly agree that nothing contained in this Agreement shall require Contractor or Contractor's representatives to refer or admit any patients to or order any goods or services from County. Notwithstanding any unanticipated effect of any provision of this Agreement, neither party will knowingly or intentionally conduct himself or herself in such a manner as to violate the prohibition against fraud and abuse in connection with the Medicare and Medi-Cal programs

5.8 **Alternate Dispute Resolution and Venue**

The parties firmly desire to resolve all disputes arising hereunder without resort to litigation in order to protect their respective reputations and the confidential nature of certain aspects of their relationship. Accordingly, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be mediated. If mediation is unsuccessful, the parties may take the dispute to Superior Court in San Mateo County.

5.9 **Third Party Beneficiaries**

This Agreement is entered into for the sole benefit of County and Contractor. Nothing contained herein or in the parties' course of dealings shall be construed as conferring any third-party beneficiary status on any person or entity not a party to this Agreement, including, without limitation, any Contractor's representative.

5.10 **Governing Law**

This Agreement shall be governed by the laws of the State of California.

5.11 **Non-Disclosure of Names**

Notwithstanding any other provision of this Agreement, names of patients receiving public social services hereunder are confidential and are to be protected from unauthorized disclosure in accordance with Title 42, Code of Federal Regulations, Section 431.300 *et seq.* and Section 14100.2 of the California Welfare and Institutions Code and regulations adopted thereunder.

For the purpose of this Agreement, all information, records, data, and data elements collected and maintained for the operation of the Agreement and pertaining to patients shall be protected by Contractor from unauthorized disclosure.

With respect to any identifiable information concerning a Medi-Cal patient that is obtained by Contractor, Contractor: (i) will not use any such information for any purpose other than carrying out the express terms of this Agreement; (ii) will promptly submit to California Department of Public Health (CDPH) and the applicable Medi-Cal plan all requests for disclosure of such information; (iii) will not disclose, except as otherwise specifically permitted by this Agreement, any such information to any party other than CDPH and the applicable Medi-Cal plan without prior written authorization specifying that the information is releasable under Title 42, CFR, Section 431.300 *et seq.*, under Section 14100.2 of the Welfare and Institutions Code and regulations adopted thereunder, or as ordered by a court or tribunal of competent jurisdiction; and (iv) will, at the expiration or termination of this Agreement, return all such information to CDPH and the applicable Medi-Cal Plan or maintain such information according to written procedures sent to health plan by CDPH and the applicable Medi-Cal plan for this purpose.

#### 5.12 **Disclosure of Records**

Contractor agrees to provide upon reasonable notice to County, to any federal or state department having monitoring or reviewing authority, to County's authorized representatives, and/or to their appropriate audit agencies access to and the right to examine and audit all records and documents necessary to determine compliance with this Agreement, to determine compliance with relevant federal, state, and local statutes, ordinance, rules, and regulations, and to evaluate the quality, appropriateness, and timeliness of services performed under this Agreement. Contractor shall comply with all provisions of the Omnibus Budget Reconciliation Act of 1980 regarding access to books, documents, and records.

Without limiting the foregoing, Contractor shall maintain such records and provide such information to County and to government officials as may be necessary for compliance by County with all applicable provisions of all state and federal laws governing County. Upon request, County and government officials shall have access to and be given copies of, at reasonable times at the Contractor's place of business (or such other mutually agreeable location in California), the medical records, books, charts, business records, and papers relating to the Contractor's provision of healthcare services to patients, the cost of such services, payments received by the Contractor from patients (or from others on their behalf), and the financial condition of Contractor. Such records described herein shall be maintained at least four (4) years from the end of the contract term.

All records of Contractor shall be maintained in accordance with the general standards applicable to such book or record keeping and shall be maintained during any governmental audit or investigation.

5.13 **Electronic Signature**

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

5.14 **Exhibits and Attachments**

The following exhibits and attachments are included hereto and incorporated by reference herein:

Exhibit A—Services

Exhibit B—Payments

Exhibit C—Performance Metrics

Exhibit D—List of Providers Approved to Provide Services

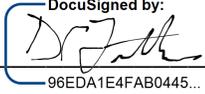
Exhibit E—Citizenship Duties of Contractor

Exhibit F—Corporate Compliance SMMC Code of Conduct

Attachment I—§ 504 Compliance

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

For Contractor: **Medical Anesthesia Consultants Medical Group, Inc.,**

DocuSigned by:  
  
96EDA1E4FAB0445...

1/13/2021

Dave Fitzgerald

Contractor Signature

Date

Contractor Name (please print)



COUNTY OF SAN MATEO

By:

President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:

Clerk of Said Board

**EXHIBIT A****SERVICES**

In consideration of the payments specified in Exhibit B, Contractor's clinicians shall perform the services described below under the general direction of the Chief of Surgery, Chief Medical Officer (CMO) or designee of the CMO.

- I. Provide professional anesthesiology services in the Division of Anesthesiology, Department of Surgery, for invasive surgical procedures, make best efforts to provide peri-operative pain management, and provide emergency or consultative critical care services. Staff three surgical suites daily, Monday through Friday, except County recognized holidays.

**WEEKLY  
SMMC OR SCHEDULE**

	<b>Room 1</b>	<b>Room 2</b>	<b>Room 3</b>
<b>Monday/Friday</b>	7:00 am – 6:00 pm Scheduled 6:00 pm – 7:00 am On Call	7:00 am – 3:30 pm Scheduled	7:00 am – 3:30 pm Scheduled
<b>Tues/Wed/Thurs</b>	7:00 am – 6:00 pm Scheduled 6:00 pm – 7:00 am On Call	7:00 am – 6:00 pm Scheduled	7:00 am – 3:30 pm Scheduled
<b>Saturday</b>	24 Hour On Call	0	0
<b>Sunday</b>	24 Hour On Call	0	0

**COUNTY RECOGNIZED HOLIDAYS**

New Year's Day  
Martin Luther King, Jr's Birthday  
President's Day  
Memorial Day  
Independence Day  
Labor Day

Columbus Day  
Veteran's Day  
Thanksgiving Day  
Day After Thanksgiving  
Christmas Day (Observed)

The anesthesiologists will provide backup coverage when available for epidural spinal injections (ESIs).

- II. The Chief of Anesthesia will be identified by Contractor and approved by the CMO or their designee before the effective date of this agreement. Should the Chief of Anesthesia be replaced, the replacement will also need to be identified by Contractor and approved by the CMO or their designee before the replacement starts as Chief of Anesthesia.

III. General Duties of the Chief of Anesthesia.

- A. Prepare and coordinate the Anesthesia Provider coverage/call schedule. Ensure proper planning for planned absences and unplanned absence coverage.
- B. Recommend policies and procedures to SMMC concerning administration of the Anesthesia Department and implement and oversee adherence to such procedures upon adoption by Hospital as well as the Medical Staff Bylaws, rules and regulations, state licensure requirements, the requirements of any special Anesthesia Department accreditations, and the requirements of the Joint Commission.
- C. Address complaints involving Anesthesia Providers.
- D. Monitor overall patient care provided in the Anesthesia Department, and oversee Procedures to evaluate the consistency and quality of such patient care, including proctoring of new providers and monitoring provider competencies (OPPE) per Medical Staff guidelines.
- E. Participate in SMMC Administration and Medical Staff committees as reasonably requested.
- F. Prepare and submit to County a monthly status report on Anesthesia Department Activities as and in a form reasonably requested by County.
- G. Assist County in fostering good community relations by appearing on behalf of SMMC and the Anesthesia Department before medical and lay organizations, and by attending such community functions as reasonably may be requested by County.
- H. Cooperate and participate in quality assurance, utilization review and other patient care evaluation conducted by County and/or the Medical Staff in conjunction with SMMC's peer review committee.
- I. Act as liaison among Anesthesia Providers, members of the Medical Staff and administration of SMMC.

IV. General Duties of Contractor and/or its clinicians

- A. Work cooperatively with County designees to optimize work flow, including participating in work flow analysis, appropriate use of scheduling, division of duties, optimal use of operating room and preoperative staff, and other activities as designated by County.
- B. Maintain appropriate medical records using eClinical Works or other EMR technology required by County.

- C. Make reasonable efforts to participate in co-ordination and optimization of services, including but not limited to participation in quality improvement and utilization management efforts.
- D. Make reasonable efforts to communicate effectively and coordinate care and services with primary care and surgery providers, including but not limited to direct contact with individual providers where clinically indicated and participation in primary care and surgery provider education, including presentations at noon conferences.
- E. Conduct himself/herself with professionalism at all times, which includes but is not limited to courteous and respectful conduct toward, and reasonable cooperation with, all County employees.
- F. Participate reasonably in such teaching and/or training programs as are, or may be, established by the medical staff at SMMC. Each individual's participation in continuing education is documented and will be considered at the time of reappointment to the medical staff and/or renewal or revision of individual clinical privileges.
- G. Fulfill those requirements for active staff membership set forth in Articles 3 and 4.2 of the SMMC Medical Staff Bylaws, Rules and Regulations and maintain such active staff status as a condition of the Agreement.
- H. Attend regularly and serve without additional compensation on committees responsible for peer review activities, quality assurance, and utilization review as outline in the SMMC Medical Staff Bylaws, Rules and Regulations.
- I. As required by Medical Staff Bylaws and as reasonably requested by County, Contractor Providers shall cooperate with and assist County in meeting anesthesia standards as defined by the Joint Commission, Title XXII and other applicable regulatory standards regarding Contractor Providers clinical services to the County.
- J. Recruit all of its own Physicians to ensure it ability to adequately meet the required level of services described in Exhibit A.

Ensure all of its Physicians are credentialed.

V. General Duties of the County

- A. Temporary Privileges – SMMC agrees and acknowledges that it may be necessary from time to time to utilize part-time or temporary Anesthesia Providers to provide staffing at SMMC, especially during the initial start-up of the service. Accordingly, County agrees to process promptly, following the SMMC Medical Staff guidelines, in accordance with the Bylaws or other applicable policies or procedures, all applications submitted by Contractor or an Anesthesia Provider candidate identified by Contractor requesting temporary privileges for such Anesthesia Providers. Such application shall be on the standard application documents from County.
- B. Clothing – County agrees to (i) provide appropriate temporary clothing to an Anesthesia Provider whose clothes become contaminated with blood or other

potentially infectious bodily fluids as a result of services provided at the County, and (ii) appropriately contain such contaminated clothing and return it to the Anesthesia Provider.

- C. Exposure to Fluids – In the event an Anesthesia Provider experiences an exposure to blood or other potentially infectious bodily fluids requiring post-incident medical evaluation and/or infection disease consultation as a result of services provided at the County, County shall provide the evaluation and/or consultation required under applicable Federal regulations.
  
- D. Support Provided by County – County shall make the following available to Contractor and the Anesthesia Providers at County’s sole cost and expense and in such quality, quantity and size, in accordance with County’s provision of the same to other Anesthesia Departments, as determined by County to allow the efficient and effective operation of the Anesthesia Department:
  - 1. Supplies, equipment and materials;
  - 2. Utilities such as heat, water, electricity and access to telecommunications;
  - 3. Housekeeping and security;
  - 4. Nurses, technologists, and other administrative personnel; and
  - 5. Access to County’s Patient Registration System and Medical Records during normal business hours.

**EXHIBIT B****PAYMENTS**

In consideration of the services specified in Exhibit A, County will pay Contractor based on the following:

- I. Payment hereunder has been calculated by County in a manner consistent with reimbursement for anesthesia services based on MGMA 2019 Physician Compensation and Production Report, Anesthesiology and Anesthesiology – Pain Management, Western Median.
- II. Contractor's base annual compensation will be ONE MILLION NINE HUNDRED EIGHTY-THREE THOUSAND SIX-HUNDRED SIXTY-FIVE and 0/100 DOLLARS (\$1,983,665.00) to be paid in monthly installments of ONE HUNDRED SIXTY-FIVE THOUSAND THREE HUNDRED FIVE and 42/100 DOLLARS (\$165,305.42) per month for Contractor to fulfill services described in Exhibit A. Total payments for services under this Agreement will not exceed SIX MILLION, EIGHT HUNDRED THOUSAND DOLLARS (\$6,800,000). Contractor shall be paid monthly in equal installments of the annual compensation set forth above.
- III. In addition to Contractor's base annual compensation set forth above, subject to the performance metrics that are set forth in Exhibit C to this Agreement, Contractor's compensation may be increased if Contractor meets the performance metrics in a prior quarter, as described below and in more detail in Section II of Exhibit C. To incentivize Contractor to meet SMMC quality and performance standards set forth in Exhibit C, Contractor will receive additional bonus compensation of up to FIFTY-FIVE THOUSAND ONE HUNDRED AND ONE DOLLARS (\$55,101) per quarter, as further set forth in Exhibit C, hereto.
- IV. Additionally, the compensation in this Agreement has been based upon an assumed level of productivity. If the annualized average monthly Medicare Resource-Based Relative Value Scale Relative Value Work Units (wRVUs) for Anesthesiology and Anesthesiology – Pain Management services department as a whole must meet annually 23,552 RVU production (based upon MGMA 2019 available data and a 3.6 FTE). If the average monthly work units for Contractor's productivity vary by fifteen percent (15%) over a six (6) month period, the Chief Medical Officer or designee will review and discuss the compensation metric with Contractor, and the Parties will meet in good faith to discuss whether any change in compensation metric hereunder is warranted. Any change to compensation will be by mutual written agreement of the Parties.
- V. Failure of Contractor to perform the listed services described in Exhibit A in any given month constitutes a material breach of this Agreement, and in such circumstances, the County, at its option, may withhold payment for any portion of services not rendered, terminate the Agreement pursuant to the termination provisions above, work with the Contractor to reach a schedule for returning the Contractor to performance under this Agreement, revise this Agreement pursuant to the terms of this Agreement, pursue any remedy available at law, or

any combination of these options. The Contractor is not entitled to payment for non-performance of services listed by this Agreement.

## EXHIBIT C

### PERFORMANCE METRICS

- I. Both County and Contractor acknowledge the need for a partial withhold reimbursement model based on mutually acceptable units of measurement. As discussed in Exhibits A and B to this Agreement, funds at risk will be paid quarterly on the basis of the following metrics:
  - A. There will be no case cancellations by anesthesia, for pre-existing conditions, within one month of the OR date (for surgeries scheduled less than 30 days out, within 24 hours of receiving the chart).
  - B. Anesthesiologist should complete patient evaluation no later than 15 minutes prior to the scheduled start time of the first case and within 30 minutes from end of previous case for subsequent cases.
  - C. For on-call procedures anesthesiologist should arrive within 30 minutes of anticipated start time or will coordinate correct start time with Surgeon
  - D. Temperature Management > 90%
    - a) Numerator: Number of surgical or therapeutic procedure patients for whom at least 1 body temperature greater than or equal to 35.5°C (95.9°F) is recorded within the patient's Anesthesia Record.
    - b) Denominator: All patients, regardless of age, who undergo surgical or therapeutic procedures under general or neuraxial anesthesia of 60 minutes in duration or longer.
  - E. Anesthesia Time Out > 95%
    - a) Numerator: Number of surgical or therapeutic procedure patients where an Anesthesia Timeout is successfully recorded within the patient's Anesthesia Record.
    - b) Denominator: All patients, regardless of age, who undergo a surgical or therapeutic procedure.

Compliance is measured by meeting or exceeding each of the metrics listed in this Exhibit C, Section I.

- II. Both the County and Contractor acknowledge Contractor cannot achieve the metrics detailed in Section I of this Exhibit C, without assistance and cooperation from the County and, at times, there are conditions the Contractor cannot control. Therefore, the County must meet the following operational conditions, and failure to do so will have the consequences described below in Exhibit C, Section III.
  - A. SMMC will alert anesthesiologist about after hour cases once they are scheduled.
  - B. SMMC will have pre-operative charts available for review within 48 hours of when surgery was scheduled.
  - C. SMMC will provide support to anesthesiology for room turnover and room stocking.
  - D. Ninety percent (90%) or better on time (7:30a.m.) arrival for SMMC staff. Non-compliance is defined as OR staff unable to begin assisting patients and provider after 7:45a.m.
  - E. The patient should be in the preoperative area within 30 minutes of case start time ready for anesthesiologist evaluation.

- III. Contractor's contractual compensation will be increased up to a maximum of (\$55,101) for meeting or exceeding any of the five (5) metrics set forth in Exhibit C to this Agreement each quarter. Each metric is valued at \$11,020 each quarter.

In the event that County fails to meet, any of the conditions listed in Subsections I, A – E through II, A – E, of this Exhibit C during any quarterly period during the term of this Agreement, Contractor shall be entitled to a credit of \$11,020 for that quarter for each condition that the County failed to achieve during that quarter. Thus, whether the Contractor is entitled to bonus amounts despite Contractor's failure to meet performance metrics is affected by whether Contractor actually meets or failed to meet the metrics described in Section I of this Exhibit C to the Agreement, as well as whether County meets the conditions set forth in Section II of this Exhibit C to the Agreement. By way of example, the calculation each quarter will follow this logic:

If Contractor failed to achieve 2 out of 5 metrics during a given quarter Contractor's potential bonus compensation will be reduced by two fifths (2/5th) of the \$55,101 total for failure to meet all five of the metrics set forth in this Exhibit C (i.e. \$22,040). Contractor would however, be entitled to be paid three fifths (3/5th) of the \$55,101 bonus compensation that corresponds to the three-performance metrics achieved during that quarter (i.e. \$33,060). If, however, in the same quarter the County fails to achieve one of its five (1/5) operational conditions, Contractor shall be entitled to receive an additional amount equal to one fifth (1/5 i.e. 20%) of the \$55,101 performance incentive amount during the quarter (i.e. \$11,020). Therefore, in this example, where Contractor has failed to achieve two of the five (2/5) performance operational conditions, the Contractor shall be entitled to bonus compensation corresponding to the two-performance metrics that the Contractor failed to achieve, plus the amount corresponding to the one operational condition that the County failed to achieve.

The County's failure to achieve operational conditions in any given quarter shall only be considered in determining whether the Contractor is entitled to an offset for the Contractor's failure to achieve performance metrics under this Agreement and under no circumstances shall County's failure to achieve operational standards result in Contractor receiving compensation beyond that set forth in Exhibit B to this Agreement.

As stated above, under no circumstances shall Contractor ever receive a bonus amount during a quarter greater than the total quarterly incentive amount of \$55,101.

## **EXHIBIT D**

### LIST OF PROVIDERS APPROVED TO PROVIDE SERVICES

1. Wilson Cheng
2. Currie Lee
3. Catherine Hamilton
4. Vu Dang
5. Steven Johnson
6. Irwin Reich

In addition, Contractor may utilize the services of the following locums:

7. Divya Chander
8. Arpan Bhakta
9. Lorenzo Hughes

In order for Contractor to add or replace one of the above listed clinicians, it must seek the County's approval which at a minimum will include the Chief of Surgery and the Chief Medical Officer or designee authorization. Additionally, this Exhibit will have to be amended each time a clinician is added, removed or replaced.

## EXHIBIT E

### CITIZENSHIP DUTIES OF CONTRACTOR AND OTHER SERVICES

- I. Contractor will meet County expectations of productivity, as determined by relevant standards and adjusted for local conditions.
- II. Contractor will be physically present in the designated location and prepared to perform designated duties during the entire duration of the relevant work schedule as detailed in Exhibit A. Specifically, Contractor will commence work on time and not leave until duties are complete.
- III. Contractor will work cooperatively with County designees to optimize work flow, including participating in work-flow analysis, appropriate use of scheduling, division of duties, optimal use of clinic staff, and other activities as designated by County.
- IV. Contractor will maintain appropriate medical records, including the use of dictation or other technology required by County.
- V. Contractor will make all reasonable efforts to schedule the provision of services and procedures, including but not limited to specialty services in a manner that complies with County's staffing needs.
- VI. Contractor will attempt to provide two (2) months notice, but under no circumstance shall provide fewer than two (2) weeks notice, for non-emergency absences from assigned duties. Notice shall be provided electronically or in writing to all relevant service areas.
- VII. Contractor will make all reasonable efforts to communicate effectively and coordinate care and services with primary care providers, including but not limited to direct contact with individual providers where clinically indicated and participation in primary care provider education, including presentations at noon conferences.
- VIII. Contractor will make all reasonable efforts to comply with County requests to staff services at satellite, community-based clinics other than those at San Mateo Medical Center's Main Campus at 222 W. 39<sup>th</sup> Avenue, San Mateo, CA, provided that total services do not exceed those specified in Exhibit A.
- IX. Each individual's participation in continuing education is documented and will be considered at the time of reappointment to the medical staff and/or renewal or revision of individual clinical privileges.
- X. Contractor shall provide medical staff administrative support to all SMMC departments in meeting specialty standards as defined by the Joint Commission, Title XXII, and other applicable standards.

## **EXHIBIT F**

### **CORPORATE COMPLIANCE SMMC CODE OF CONDUCT (THIRD PARTIES)**

Contractor recognizes and is fully dedicated to advancing SMMC's commitment to full compliance with all Federal, State, and other governmental health care program requirements, including its commitment to prepare and submit accurate claims consistent with such requirements.

Contractor will comply with all Federal, State or other governmental health care program requirements.

Contractor, to the extent its contractual duties require it to submit the reports covered in this paragraph, will promptly submit accurate information for Federal health care cost reports including, but not limited to, the requirement to submit accurate information regarding acute available bed count for Disproportionate Share Hospital (DSH) payment.

Contractor will report to the SMMC Compliance Officer any suspected violation of any Federal health care program requirements within fifteen (15) days of discovery of the violation.

Contractor has the right to use the SMMC Disclosure Program by calling the Compliance Hotline at (800) 965-9775 or reporting incidents directly to the Compliance Officer. SMMC is committed to non-retaliation and will maintain, as appropriate, confidentiality and anonymity with respect to such disclosures.

Contractor understands that non-compliance with Federal and State health care program requirements, and failing to report any such violations, could result in termination of the Agreement and/or any other penalties as permitted by law.

Contractor is responsible for acquiring sufficient knowledge to recognize potential compliance issues applicable to the duties outlined in the Agreement and for appropriately seeking advice regarding such issues.

Contractor will not offer, give, or accept any "kickback," bribe, payment, gift, or thing of value to any person or entity with whom SMMC has or is seeking any business or regulatory relationship in relation to said business or regulatory relationship (other than payments authorized by law under such relationships). Contractor will promptly report the offering or receipt of such gifts to the SMMC Compliance Officer.

Contractor will not engage in any financial, business, or other activity which may interfere or appear to interfere with the performance of the duties under the Agreement or that involve the use of SMMC/County property, facilities, or resources.

Contractor will cooperate fully and honestly in the event that SMMC and/or County is audited by an outside agency including, but not limited to, compliance audits regarding enforcement of Federal and State regulations, any applicable accreditation standards, and/or SMMC system-wide policies.

***TO REPORT VIOLATIONS,  
CALL THE COMPLIANCE HOT LINE: (800) 965-9775***

Contractor, in executing this Agreement, certifies that an authorized representative has received this Code of Conduct, understands it, has authority to commit Contractor to this Code of Conduct, and has committed Contractor to comply with this Code of Conduct.

## ATTACHMENT I

### Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended

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Contractor (hereinafter called "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- a. Employs fewer than 15 persons.
- b. Employs 15 or more persons and, pursuant to section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

**Name of 504 Person:**

**Name of Contractor(s):**

**Street Address or P.O. Box:**

**City, State, Zip Code:**

**I certify that the above information is complete and correct to the best of my knowledge**

**Signature:**



**Title of Authorized Official:**

**Date:**

\*Exception: DHHS regulations state that: "If a recipient with fewer than 15 employees finds that, after consultation with a disabled person seeking its services, there is no method of complying with (the facility accessibility regulations) other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."