



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH

**File #:** 24-014

Board Meeting Date: 1/9/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise F. Rogers, Chief, San Mateo County Health  
Chester J. Kunnappilly, MD, Chief Executive Officer, San Mateo Medical Center

**Subject:** Amendment to Agreement with Crystal Chen, OD for Optometry Services

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Crystal Chen, OD for optometry services, clarifying Dr. Chen's coverage requirements, expanding Dr. Chen's availability to provide supplemental clinical services, and increasing the amount of the agreement by \$86,000 to an amount not to exceed \$486,000, with no change to the agreement term.

**BACKGROUND:**

In October 2022, this Board approved an agreement between San Mateo Medical Center (SMMC) and Crystal Chen, OD to provide optometry services from November 1, 2022, through September 30, 2025 in an amount not to exceed \$400,000.

**DISCUSSION:**

Dr. Chen and SMMC wish to amend the agreement to clarify Dr. Chen's coverage requirements, expand her availability to provide additional supplemental services at the previously agreed compensation rates, and increase the contract amount.

Based on demand for optometry services, SMMC estimates that Dr. Chen is needed to cover an additional 216 clinics beyond her regular clinic schedule. This additional coverage would cost an additional \$86,000 over the agreement term. Clarifying language has also been added to Dr. Chen's regular clinic coverage requirements.

County Attorney has reviewed and approved the resolution and amendment as to form. The agreement as amended appears to be within fair market value, appears to be commercially reasonable, and intended to meet community need.

The resolution contains the County's standard provisions allowing amendment of the County fiscal obligations by a maximum of \$25,000 (in aggregate).

It is anticipated that Dr. Chen will complete accurate billing records 80% of the time.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2023-24 Estimated</b>	<b>FY 2024-25 Projected</b>
Percentage of time Dr. Chen completes accurate billing records	80%	80%

**FISCAL IMPACT:**

The amount of the amended agreement is not to exceed \$486,000 for the three-year term. This amendment increases the contract amount by \$86,000 over the remaining two years of the agreement. Funds in the amount of \$43,000 are included in the SMMC FY 2023-2024 Adopted Budget to cover the increase and similar arrangements will be made for future years. The increase is attributable to expansion of services with no change in compensation rate.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care is covered by the County's General Fund contribution to SMMC and is within the existing annual appropriation.