



## MTP 2022 Contract Amendment

### CPAA ACH LLC

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Olympia, WA 98506  
(360) 539-7576

☐ New Contract  
☒ Bilateral Amendment/Modification No: K2293-202031-02

PARTNER INFORMATION		
<b>Agency Name</b>	<b>Address</b>	<b>Federal ID#</b>
Pacific County Health and Human Services Department	P.O. Box 26 South Bend, WA 98586	916001356
<b>Contract Signatory</b>	<b>Title</b>	<b>Phone Number</b>
Lisa R. Olsen	Chair	360-875-9337
<b>Email Address</b>		<b>Fax Number</b>
klindstrom@co.pacific.wa.us		
CPAA INFORMATION		
<b>Contract Signatory</b>	<b>Title</b>	<b>Phone Number</b>
Steve Clark	Interim Chief Executive Officer	(360) 539-7576 x116
<b>Email Address</b>		<b>Fax Number</b>
ClarkS@crhn.org		(360) 943-1164
AMENDMENT		
<p>This amendment is made between Pacific County Health and Human Services Department, hereinafter called "PARTNER" and CASCADE PACIFIC ACTION ALLIANCE, hereinafter called "CPAA". It is mutually understood and agreed by and between the undersigned contracting parties to further amend the previously executed Medicaid Transformation Project (MTP) partner contract:</p> <ul style="list-style-type: none"> <li>A. To define funds available for 2022</li> <li>B. To provide the 2022 Partner reporting schedule &amp; performance expectations</li> <li>C. To provide information about the 2022 reporting template</li> <li>D. To define the purpose and methodology for a performance improvement plan (PIP)</li> </ul>		
ATTACHMENTS		
Attachment A: Payment Information		
Attachment B: Reporting and Milestone Achievement Schedule		
Attachment C: Approved Partner Change Plan		
Attachment D: Performance Improvement Processes		
Attachment E: Updated CPAA Contacts		

Term of Amendment

IN WITNESS THEREOF, CPAA and the PARTNER hereby acknowledge and accept the terms and conditions of this amendment. This amendment shall become effective upon signature of both parties. Signed versions of this contract transmitted by facsimile copy or electronic mail shall be the equivalent of original signatures on original versions.			
<b>Partner Signature</b>		<b>CPAA Signature</b>	
<b>Printed Name</b>	Lisa Olsen	<b>Printed Name</b>	Steve Clark
<b>Title</b>	Chair	<b>Title</b>	Interim Chief Executive Officer
<b>Date</b>		<b>Date</b>	

## Attachment A: Payment Information

PARTNER has the ability to earn funds in 2022 based upon compliance with the terms of this Amendment; as well as efforts towards fulfilling the Scope of Work stated in the PARTNER'S approved Change Plan for 2022 (see Attachment C of this amendment). Payment will also include evaluation of the Partner's performance on stated interventions and project milestones.

CPAA as an Accountable Community of Health (ACH) is responsible for assuring targeted levels of progression towards project-specific goals (milestones). In 2022, partners are expected to achieve 90% completion of milestones with a minimum of 60% completion required to receive immediate funding.

Base payments will be disbursed upon receipt of executed amendment and Financial Executor payment release schedule. Upon receipt and approval, Q1, Q2, Q3, and Q4 reports will trigger quarterly reporting payments. Multi-project participation bonus, if eligible, will be disbursed quarterly with each reporting payment.

The payment schedule outlined below:

Payment Type	Up to Amount	Payment Date
Base Incentive	\$22,580	Upon Amendment Execution
Multi-Project Participation for two or more projects. (Number of qualifying projects for multi-project quarterly payment will be determined <u>each</u> quarter, not annually. *Pertains only to eligible partners.	*Example, \$2,188 earned per eligible quarter for 2 (two) total projects *Example, \$4,377 earned per eligible quarter for 3 (three) total projects *Example, \$6,565 earned per eligible quarter for 4 (four) total projects *Example, \$8,754 earned per eligible quarter for 5 (five) total projects *Example, \$10,942 earned per eligible quarter for 6 (six) total projects	Upon receipt of Q1, Q2, Q3, and Q4 reports and milestone achievement at a minimum target threshold of 60%.
Quarter 1 Report	\$16,380	Upon receipt of Q1 report and milestone achievement at a minimum target threshold of 60%.

Quarter 2 Report	\$16,380	Upon receipt of Q2 report and milestone achievement at a minimum target threshold of 60%.
Quarter 3 Report	\$16,380	Upon receipt of Q3 report and milestone achievement at a minimum target threshold of 60%.
Quarter 4 Report	\$16,380	Upon receipt of Q4 report and milestone achievement at a minimum target threshold of 60%.

MTP Project areas were developed by Washington State's Health Care Authority. Participation in the various Project Areas was determined by each ACH. CPAA selected to participate in the following project areas:

- 2A: Bi-Directional Integration of Care
- 2B: Community-Based Care Coordination
- 2C: Transitional Care
- 3A: Addressing the Opioid Use Public Health Crisis
- 3B: Reproductive and Maternal/Child Health
- 3D: Chronic Disease Prevention and Control

MTP Interventions support each of the six MTP Project areas. Every project area has its own menu of state-approved, evidence-based interventions as defined in the MTP project toolkit that must be pursued to achieve targeted levels of improvement for project-specific outcomes.

- Failure to meet the minimum target milestone threshold in Q1, Q2, Q3, or Q4 will result in the organization being placed on a Performance Improvement Plan (PIP).
  - Additional PIP information is included in Attachment D.

**Attachment B:**  
**Reporting and Milestone Achievement Schedule**

Reporting for 2022 will follow the schedule listed in the table below. CPAA Program Managers will provide each partner with an updated reporting template based on the approved change plan for 2022.

<b>Quarterly Reporting Timeframe</b>	<b>Reporting Due Date</b>
Quarter 1 (January 1 – March 31, 2022)	April 30, 2022
Quarter 2 (April 1 – June 30, 2022)	July 31, 2022
Quarter 3 (July 1 – September 30, 2022)	October 31, 2022
Quarter 4 (October 1 – December 31, 2022)	January 31, 2023

Twice per year, CPAA is required to collect Pay for Reporting (P4R) metrics established by the Washington State Health Care Authority (HCA) from partners participating in projects:

- 2A: Bi-Directional Integration of Care
  - The MeHAF Site-Self Assessment must be completed and submitted semiannually by June 30, 2022 and December 31, 2022.
- 3A: Opioid Response
  - The CPAA Opioid Response P4R Metrics Survey must be completed and submitted semiannually by June 30, 2022 and December 31, 2022.

CPAA Program Managers will reach out to partners directly to collect this information.

**Attachment C:**  
**Approved Partner Change Plan**

The modified 2022 Change Plan below has been approved for your organization and will serve as the 2022 milestone reporting template.

- The Partner will complete tasks and deliverables as set forth in the Change Plan and agrees to notify CPAA Program Managers if the timeline or deliverables will not be submitted as required.
- The Partner may request technical assistance from CPAA Program Managers as needed.

(Detail Change Plan on next page)

**Attachment D:**  
**Performance Improvement Processes**

A Performance Improvement Plan (PIP) will be initiated for one of two reasons:

- I. When milestone target of 60% has not been achieved.
- II. When the Partner's progress on specific milestones does not meet the expectations as stated in items X (ten) and XI (eleven) of the original MTP Contract under section "Partner's Roles & responsibilities."
  - a. The Partner will complete tasks and deliverables as set forth in the Change Plan.
  - b. Partner will show evidence for expansion or deepening of partnership's projects.

The purpose of the PIP is to define areas of concern and/or gaps in a partner's performance, iterate CPAA's expectations going forward, and allow the partner an opportunity to demonstrate rapid improvement following quarterly reporting. To facilitate sustained improvement, the PIP will be used in conjunction with your organization's modified Change Plan to monitor progress on MTP work.

If the Partner is placed on a PIP, improvement expectations must be satisfied in the timeframe listed below. If expectations are not met within the timeframe, an extension may be granted. Until the PIP is completed, quarterly payments may be delayed. PIP activities should be fulfilled, as necessary, along with any overlapping milestones in subsequent quarters.

PIP Timeframe: 30 days upon receipt of signed PIP and approved PIP activities.

**Steps**

1. Once CPAA establishes that a partner's performance is below the quarterly milestone completion target, CPAA will meet with the partner to discuss the PIP process.
2. CPAA will complete the PIP form, email it to the partner to be signed, and approve PIP activities developed by the partner.
3. The partner and CPAA will work together during the PIP time period on performance monitoring and to document the partner's progress.
4. At the end of the PIP timeframe, CPAA will assess whether the partner has met the improvement expectations outlined below. If the PIP has been completed to satisfaction, CPAA will meet with the partner to formally close the PIP and release any delayed quarterly payments. If sufficient improvement has not occurred, an extension may be granted or your organization may be dropped from a project area or as a Medicaid Transformation Partner.

### **Improvement Expectations**

- Develop a list of granular activities leading to the completion of unmet milestones or a list of activities to satisfy a related scope of work if unmet milestones cannot be achieved. These activities will be documented in a new tab in the partner's Change Plan, provided by CPAA.
- Activities should adequately reflect the scope of work being implemented.
- Achieve 90% compliance of completed activities by the end of the PIP timeframe.
- At the end of the PIP timeframe, attend a meeting with CPAA Program Managers to discuss progress.

**If your organization is currently on a Performance Improvement Plan (PIP),** the timeline to demonstrate improvement will be no later than 90 days after receipt of a signed PIP.



**Attachment E:**  
Updated CPAA Contacts

If you have questions about MTP contracts, finance, or program-specific questions, please use the single point of contact information below.

Phone: (360) 539-7576 ext. 100

Contract or finance questions: [finance@crhn.org](mailto:finance@crhn.org)

Reporting questions: [reporting@cpaawa.org](mailto:reporting@cpaawa.org)

Program-specific questions: [info@cpaawa.org](mailto:info@cpaawa.org)