

**Contract # 2019-21_CCAPDD
Amendment #1**

PURPOSE OF THE CHANGE: To amend the contract between **Coastal Community Action Program (CCAP)** and **Pacific County for DD Supported Employment Programs**.

IT IS MUTUALLY AGREED THEREFORE: That the contract is hereby amended as follows:

1. Amends the budget as outlined in Exhibit B- Budget- Amendment #1.
2. The Program Agreement end date is extended to June 30, 2021.
Subcontractor agrees to follow all provisions described in Amendment # 1, DSHS CONTRACT NUMBER: 1963-57626 Contract. Attached as Exhibit F.
1. Definition Specific to Program Agreement Item: "Partnership Project". Collaborative partnerships with school districts, employment providers, DVR, families, employers and other community collaborators needed to provide the employment supports and services young adults with developmental disabilities require to become employed during the school year they turn twenty-one (21). Supports provided should complement and not replace what the student(s) receive through the Individualized Education Program (IEP).
2. Definition specific to Program Agreement will include the following definitions:
 - a. Competitive Integrated Employment - work performed by an individual on a part-time or full-time basis, within an integrated setting within the community that meets HCBS settings requirements. The individual must be compensated at minimum wage or higher, using the higher of the Federal, State, or local rate, and at a rate comparable to the wage paid to non-disabled workers performing the same tasks, including receiving the same benefits and opportunities for advancement.
 - b. Employment Outcome Payment – A document derived from employment readiness activities performed by transition students who are between ages 19 through 20 that identifies actionable next step for employment. The employment service providers developing the Job Foundation report will be supporting transition students with employment activities for an average of 35 hours until student moves to Job Development phase of employment activities.
 - c. Job Foundation document – A document derived from employment readiness activities performed by transition students that identifies actionable next step for employment.
3. Statement of Work is revised to include the following:
 - a. Partnership Project. (1) A Job Foundation document will be completed per guidelines for eligible students. Eligible students are DDA clients who were born between 9/1/00 through 8/31/01, currently attending school and have completed an application to participate in this Value Based Payment project.
 - b. The VBP project application will include the following minimum criteria identified in the sample application found at:

- c. https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/Job%20Foundation%20Application_040720%20%28002%29.docx
 - d. Qualified providers will collaborate with School District staff to complete the Job Foundation document and then provide a copy to the County. To be a qualified provider for the Partnership Project the Counties must require the provider to have a current contract with the Division of Vocational Rehabilitation; a contract in good standing with the County and cannot be in provisional status; a minimum of two years' experience providing Individual Employment with demonstrated job placement skills. If the Job Foundation recommendation is for subminimum wage work / group work, service provider may not continue support.
 - e. County participating in the Partnership Project must have the ability to work collaboratively with School Districts to identify DDA students in high school, collect and track information, be proficient in electronic spreadsheets, and ability to evaluate if completed Job Foundation document(s) meet quality standards.
 - f. Employment Outcome Payment. – Providers, with transition students born between 9/1/00 through 8/31/01, high acuity and authorized for Individual employment, may receive one outcome payment if student obtains a competitive integrated job approved by the County within timeframes described in the chart below. If the County is also the service provider DDA will provide the job approval. If the job is at a minimum of ten hours of work per week an additional amount will be include in the payment.
4. Billing and Payment, will include the following:
- a. Reimbursement for Partnership project: a claim of \$2,400 per student for each completed Job Foundation document that is at a satisfactory or above rating will be requested through the AWA system as other monthly cost.
 - b. A copy of the completed Job Foundation document will be sent electronically to DDA Employment and Day HQ staff.
5. Job placement verification for transition students: The AWA Employment Output for Individual Employment will be completed and submitted with payment request to verify employer, job start date, job type, etc.
6. Adding two new section as follows effective 7/1/2019:
- a. Confidential Information. All Counties and their subcontractors must:
 - i. Ensure the security of Confidential Information;
 - ii. Use a Trusted Network when available;
 - iii. When transporting outside of a Secure Area, Portable Devices and Portable Media with DSHS Confidential Information must be under the physical control of staff with authorization to access the Data, even if the Data is encrypted.
 - iv. When transporting data containing DSHS Confidential Information outside a Secure Area must encrypt the data.
 - b. Data Security Requirements. Exhibit A shall only apply to the County if the County serves 150 or more DSHS clients. The Exhibit A will apply to the County subcontractor if the subcontractor serves 150 or more DSHS clients.

EXHIBIT B- Budget- Amendment # 1*Contract # 2019-21 CCAP DD*

Service	Original FY 20	Amendment # 1 FY 21	Biennium Total
Group Supported Employment, Individual Supported Employment, and Community Inclusion Services	\$239,304	\$ 244,260	\$483, 564

FY 20 is July 1, 2019- June 30, 2020

FY 21 is July 1, 2020- June 30, 2021

*All dollars follow the client and are billed up to maximum allotted hours and rate on current County Service Authorization (CSA)