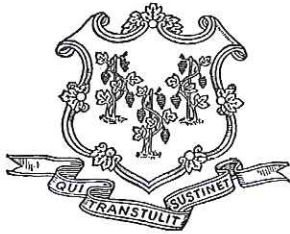


STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES



CONTRACT AMENDMENT

Contractor: CONNECTICUT COMMUNITY CARE, INC.
Contractor Address: 43 ENTERPRISE DRIVE, BRISTOL, CT 06010-7472
Contract Number: 017CCC-MFP-03 / 12DSS7101EL
Amendment Number: A1
Amount as Amended: \$1,954,719
Contract Term as Amended: 07/01/12 - 06/30/14

The contract between **Connecticut Community Care, Inc.** (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and approved by the Office of the Attorney General on 11/15/12, is hereby amended as follows:

1. The total maximum amount payable under this contract is **increased by \$1,294,933 from \$659,786 to \$1,954,719.** The increase is composed of \$203,788.00 to fund SFY2013 services and \$1,091,145.00 to fund SFY2014 services.
2. The term of the contract is extended for one additional year and the end date of the contract is changed from 06/30/13 to 06/30/14.
3. The minimum ongoing case load of active MFP participants listed in Part 1, Section A. 3 on page 3 of the original contract is increased from 15 to 20.
4. The following subsection shall be appended to Part 1, Section A 4.c on page 4 of the original contract:
 - xii. Documentation of guardian or conservatorship visitation with MFP applicant prior to discharge.
5. Part 1, Section A.4.d on page 4 of the original contract is deleted and replaced with the following subsection:
 - d. Complete and upload to the "web" all required MFP forms, including SNAP application, Cash application, and other related forms no less than two weeks prior to discharge. Any documents that are not available for upload must be scanned and submitted securely to MFP Project office.
6. Part 1, Section A, 4.i on page 4 of the original contract is deleted and replaced with the following subsections:
 - i. Follow up with each MFP participant for 12 months post discharge, if MFP participant does not have a Case Manager, or, 6 months post discharge according to the following schedule:
 - i. In person visit within 3 business days of discharge from institution;
 - ii. In person visit within 30 days of discharge from institution;
 - iii. In person visit within 60 days of discharge from institution;
 - iv. In person visit within 90 days of discharge from institution;
 - v. Phone contact monthly beginning 120 days post discharge, should it be deemed necessary.

7. Part 1 Section A.5 on page 4 of the original contract is deleted in its entirety and replaced with the following section:
 5. To perform the Community Living MFP Services, the Contractor shall provide the following positions dedicated to MFP transition coordinator activities:
 - a. 7/1/12 – 6/30/13: 8 full time MFP Transition Coordinators at a minimum of 35 hours per week wholly dedicated to MFP transition coordination activities and **one** half time MFP Transition Coordinator at a minimum of 20 hours per week in the assigned geographic area approved by the Department.
 - b. Starting 1/1/13, one additional half time (0.5 FTE) MFP Transition Coordinator;
 - c. Starting 6/1/13, one additional (1 FTE) and one additional half time (0.5 FTE) MFP Transition Coordinator; and
 - d. Starting 7/1/13, one additional (1 FTE) MFP Transition Coordinator. After this date, the Contractor shall have a total of eleven full time MFP Transition Coordinators at a minimum of 35 hours per week wholly dedicated to MFP transition coordination activities and **one** half time MFP Transition Coordinator at a minimum of 20 hours per week in the assigned geographic area approved by the Department.
 - e. The Contractor shall not use funds received through this contract to provide staff with paid lunch time.
 8. After 7/1/13, the number of full-time equivalents dedicated to housing coordination listed Part 1, Section A.8 on pages 6 and 7 of the original contract is increased from two to three.
 9. The end date for Community Living Specialist services in Part 1 Section A.10 on page 6 of the original contract is changed from 9/30/12 to 6/30/13.
 10. Part 1 Section A.14 on page 7 of the original contract shall be deleted in its entirety and replaced with the following section:

The Department requires that all individuals hired by the Contractor as a Transition Coordinator or Housing Coordinator after June 1, 2013, must successfully complete the Certification Requirements specified by the Department within 90 days of the date of their employment. The 90 days will be viewed by the Department as a paid probationary employment period. After 90 days, if the probationary employee has not successfully passed the required Certification Requirements, the Department will no longer fund the position.

11. The following sections 15 through 17 shall be appended to Part 1 Section A on page 7 of the original contract:
 15. During the period 7/1/12 through 6/30/14, the Contractor shall provide 24 hour back-up triage services throughout the State of Connecticut for transportation, personal care assistance, and durable medical equipment to MFP participants. Back-up triage services provided under this contract are defined as those services provided in addition to approved services and back-up systems documented in MFP participant care plans otherwise required under the Federal Social Security 1915C waivers.
 - a. The Contractor and the Department shall jointly design, develop and evaluate the program for the provision of back-up triage services to MFP participants experiencing emergencies in the aforementioned areas of transportation, personal care, and durable medical equipment. The program shall consist of:
 - i. Assisting the MFP participant by contacting each MFP participant's service provider of record if the emergency is related to transportation, durable medical equipment, or agency based staff; and
 - b. On an annual basis during the contract period, the Contractor and the Department shall jointly evaluate the on call program, and based on results of each evaluation the Contractor shall make Department-

approved modification to the program.

- c. The Contractor and the Department shall jointly design, develop and evaluate new ideas and improvements to existing program.
- d. Throughout the contract period, the Contractor shall support the program by performing the following tasks:
 - i. Prioritizing the urgency of each call and assure that each call is forwarded to receive assistance in accordance with policies and procedures established by the MFP operating protocol concerning events including but not limited to critical incidents, 911 acute care emergencies, reports of abuse and neglect, transportation emergencies, durable medical equipment emergencies and staff emergencies;
 - ii. Assuring that a case manager is on call at all times to assist MFP participants calling the answering service in obtaining back-up triage services in accordance with each MFP participant's care plan and with the MFP operating protocol;
 - iii. Verifying that each MFP participant had attempted without success to implement their own personal emergency back-up plan before calling the back-up triage service's toll-free number;
 - iv. Maintaining a log of all calls received by the answering service in accordance with Department-approved procedures and assuring that all such calls are documented in the UCONN MFP database;
 - v. Providing MFP participants experiencing emergencies with a toll free phone number to a 24-hour answering service;
 - vi. Documenting the responsiveness of any agency based staff, transportation vendor or durable medical equipment vendor in addressing care plan emergencies;
 - vii. Reporting to the Department MFP Project Manager, and other entities as appropriate, as follows:
 - (a) Reporting all MFP participants' care plan emergencies within 24 hours of the emergency situation;
 - (b) Reporting all critical incidents and reports of abuse and neglect, in accordance with procedures approved by the Department' MFP operating protocol;
 - (c) Preparing and submitting monthly reports of all calls; and
 - (d) Participating in required MFP training sessions a minimum of twice a year, or as required by the Department.

16. The Contractor shall provide Case Management service to individuals referred to them by the Department at a rate established by the Department. Case Management services shall include assessments, status reviews, engagement services and development of care plans.

17. The Contractor shall provide Closure services, as specified by the Department.

12. The following section will be appended to Part 1 Section B on page 8 of the original contract:

The Contractor shall utilize an amount not to exceed \$7,095.00 to purchase eleven iPads with cases, and apps to be selected by the Department, to be utilized by the Transition Coordinators. The Contractor must be in continual compliance with the DAS BEST State Security Policies as amended from time to time on the website <http://www.ct.gov/best/site/default.asp>. Such funding is restricted to the items listed in this section and may not be expended for any other purpose.

13. The following deliverables are appended to the table in Part I Section J on page 12 of the original contract:

Name of Outcomes/Deliverable	Reporting Period	Date Due
Emergency status report	On-going	Within 24 hours of report
Monthly Report log	Monthly	15 days after the end of the month

13. The due date for the final financial report in Part 1, Section K.1 on page 12 of the original contract is changed from 9/30/13 to 9/30/14.

14. The following financial reporting schedule for SFY2014 is appended to Part I, Section K.4 on page 13 of the original contract:

Reporting Period	Submission Due Date
July 1, 2013 – October 31, 2013	November 30, 2013
November 1, 2013 – February 28, 2014	March 31, 2014
March 1, 2014 – June 30, 2014	September 30, 2014

15. The following payment schedule for SFY2014 is appended to Part I, Section L.4 on page 13 of the original contract:

	Annual	Signed Amendment	Period 2 10/31/2013	Period 3 1/31/2014
MFP (including housing)	\$1,041,145	\$347,048	\$ 347,048	\$347,048
NFT	\$0	\$0	\$0	\$0
24/7 Phone Back-up	\$50,000	\$16,667	\$16,667	\$16,667
Total	\$1,091,145	\$363,715	\$363,715	\$363,715

16. The following sentence is appended to **Performance Evaluation and Bonuses** Part 1 Section L. 9 on page 14 of the original contract: "Should the Contractor be awarded such a bonus, the Contractor must document that 50% of the bonus funding is given directly to the staff."

17. The Budget in Part I Section M on page 14 of the original contract is deleted and replaced by the following budgets:

SFY2013

The SFY2013 budget includes a Benchmark Bonus of \$29,651.

Contractual Services: Adjusted by CO-MFP for Vacancy Savings	MFP TC	MFP Housing	CLS	Emergency Back Up	TOTAL
Personnel Supervisor Salary	\$30,000	\$0	\$0	\$0	\$30,000
Personnel Salaries	\$375,391	\$87,750	\$54,053	\$26,999	\$544,193
Fringe	\$135,538	\$23,506	\$15,135	\$7,560	\$181,739
Travel	\$32,398	\$8,334	\$0	\$0	\$40,732
Supplies	12,744			\$3,127	\$15,871
Equipment	\$7,095	\$2,200	\$0	\$0	\$9,295
Other	\$13,986		\$5,240	\$10,257	\$29,483
Total Direct	\$607,152	\$121,790	\$74,428	\$47,943	\$851,313
Indirect	\$45,204	\$0	\$0	\$2,057	\$47,261
In Kind	\$0	\$0	\$0	\$0	\$0
Grand Total	\$652,356	\$121,790	\$74,428	\$50,000	\$898,574

Vacancy Savings Period 1	(\$30,000)	(\$5,000)	\$0	\$0	(\$35,000)
NET TOTAL	\$622,356	\$116,790	\$74,428	\$50,000	\$863,574

SFY 2014

Contractual Services:	MFP TC	MFP Housing	Emergency Back Up	TOTAL
Personnel Supervisor Salary	\$49,403	\$0	\$0	\$49,403
Personnel Salaries	\$557,464	\$125,504	\$27,261	\$710,229
Fringe	\$169,923	\$35,141	\$7,633	\$212,697
Travel	\$30,398	\$2,000	\$0	\$32,398
Supplies	\$8,764	\$3,000	\$4,227	\$15,991
Equipment	\$0	\$0	\$0	\$0
Other	\$8,000	\$8,757	\$10,257	\$27,014
Total Direct	\$823,952	\$174,402	\$49,378	\$1,047,732
Indirect	\$35,603	\$7,188	\$622	\$43,413
In Kind	\$0	\$0	\$	\$0
Grand Total	\$859,555	\$181,590	\$50,000	\$1,091,145
Vacancy Savings Period 1	\$0	\$0	\$0	\$0
NET TOTAL	\$859,555	\$181,590	\$50,000	\$1,091,145

This document constitutes an amendment to the above numbered contract. All provisions of that contract, except those explicitly changed above by this amendment, shall remain in full force and effect.

SIGNATURES AND APPROVALS

017CCC-MFP-03 / 12DSS7101EL A1

The Contractor IS a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

Documentation necessary to demonstrate the authorization to sign must be attached.

CONTRACTOR - CONNECTICUT COMMUNITY CARE, INC.



Molly Rees Gavin, *President*

6/27/13

Date

DEPARTMENT OF SOCIAL SERVICES

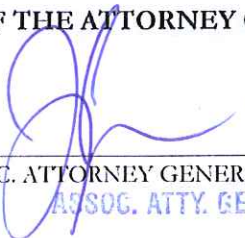


Roderick L. Bremby, *Commissioner*

6/27/2013

Date

OFFICE OF THE ATTORNEY GENERAL



~~ASST.~~ / ASSOC. ATTORNEY GENERAL (*Approved as to form & legal sufficiency*)
ASSOC. ATTY. GENERAL Joseph Rubin

7/2/13

Date