

Lake Whatcom Residential & Treatment Center
CONTRACT #NSMHA-LWC-PACT-09-11
October 1, 2009 – September 30, 2011

CONTRACT DELIVERABLES

DESCRIPTION	DUE DATES	Contract Reference
1. Concurrent with the execution of this Agreement, <i>Lake Whatcom</i> shall furnish NSMHA with a copy of the explicit written authorization of their governing bodies to enter into this Agreement and accept the financial risk and responsibility to carry out all terms of this Agreement including the ability to pay for all expenses incurred during the contract period.	10/5/09	G.4
2. CONTRACTOR shall maintain a Commercial General Liability Insurance (CGL). If the Contractor is not a member of a risk pool, the Contractor shall carry CGL to include coverage for bodily injury, property damage, and contractual liability, with the following minimum limits: Each Occurrence - \$1,000,000; General Aggregate - \$2,000,000. All non-risk pool policies shall name NSMHA as a covered entity under said policy(s).	10/1/09	G.16
3. The CONTRACTOR shall maintain and submit a roster of all PACT participants on a quarterly basis. The roster will include Consumer name, Consumer ID, referral source, PACT admit date, PACT discharge date and discharge disposition. The roster will be submitted in comport with a template provided by NSMHA.	10/5/09	C.6
4. Submit a report to NSMHA by October 15, 2009 with current capacity and submission quarterly thereafter. CONTRACTOR shall notify NSMHA 30 days prior to implementation and/or public notice when the CONTRACTOR add, change location, or close a facility, and when the number of staff type/specialty changes at any CMHA facility by 5 staff or more. The report shall identify each CONTRACTOR facility location/address and the number and F.T.E. of individuals providing direct services that are employed or contracted at each location by type and WAC specialty and specialized training and/or expertise in NSMHA identified treatments.	Submitted w/ OP Contracts quarterly. Report shall include PACT staff	D.3
5. CONTRACTOR shall provide a business continuity and disaster recovery plan within thirty days of execution of this agreement that insures timely reinstatement of the consumer information system following total loss of the primary system or a substantial loss of functionality.	Submitted w/ OP contracts, to include PACT services.	D.7

DESCRIPTION	DUE DATES	Contract Reference
6. Report CONTRACTOR revenue and expenditure information to NSMHA on a biennial quarter basis. Reports must comply with the provisions in the BARS Supplemental Instructions for Mental Health Services promulgated by the Washington State Auditor's Office. Reports are due within 35 days of the biennial quarter end (December, March, June and September of each year).	35 days after the quarter's end	E.3
7. CONTRACTOR shall submit outcome data quarterly to include WSH Discharges, Community Hospital and E&T Admissions/Discharges.	Quarterly first report due 2/15/10	C.1