

Work Authorization Number 1
Under Agreement Number 14-CP-CSA-8267-01
Between Broward County and The School Board of Broward County, Florida

1. This Work Authorization is issued pursuant to the Agreement Number 14-CP-CSA-8267-01 between Broward County (hereinafter referred to as "COUNTY") and The School Board of Broward County, Florida (hereinafter referred to as "SCHOOL BOARD") for Family Counseling Program (hereinafter the "Agreement").
2. This Work Authorization authorizes SCHOOL BOARD to provide the services detailed in Attachment I to this Work Authorization. These services are authorized pursuant to Article 3 of the Agreement.
3. Funding and Method of Payment shall be in accordance with the provisions of Article 4 and Exhibit A, "Agreement Specifications," of this Agreement.
4. This Work Authorization shall be effective October 1, 2013.
5. The terms and conditions of the Agreement are hereby incorporated into this Work Authorization. Nothing contained in this Work Authorization shall alter, modify, or change in any way the terms and conditions of the parties' Agreement.

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ATTACHMENT I TO WORK AUTHORIZATION NUMBER 1

SCHOOL BOARD is authorized to commence activities outlined in the Agreement and herein.

SCOPE OF SERVICES

- I. Standards:
 - A. SCHOOL BOARD shall use Brief Strategic Family Therapy (BSFT) as the Evidence Based Practice (EBP) chosen for delivering program services to Clients. SCHOOL BOARD shall deliver BSFT as specified in the Provider Handbook, including the range of sessions indicated. Refer to Provider Handbook for additional model description and detail.

In addition to services using BSFT, SCHOOL BOARD's Family Counseling Program (FCP) may also provide Brief Intervention services designed to stabilize a Client experiencing a personal crisis that is interfering with his/her functioning, whether in school, at home, or in the community. In such instances, SCHOOL BOARD shall assess the Client and provide up to three (3) counseling sessions to help the Client address the current crisis.
 - B. SCHOOL BOARD's fidelity to BSFT shall be maintained through supervisory review of Client clinical progress notes to assess utilization of appropriate BSFT techniques. SCHOOL BOARD shall provide weekly individual supervision sessions and monthly group sessions for therapists. SCHOOL BOARD shall provide new staff, if hired, with a manual for the BSFT model and shall orient them to the policies and procedures of the program as well as assign them to work with experienced staff who shall serve as mentors to them in applying BSFT.
 - C. SCHOOL BOARD shall accept referrals from a variety of sources including teachers, guidance counselors, administrators, nurses and attendance personnel who most often identify family and emotional problems. Additionally, Clients may be self-referred or referred by outside agencies. Services shall be available Countywide.
 - D. Staff to Client ratio shall be 1:25.
 - E. SCHOOL BOARD shall deliver services in accordance with the System of Care Values indicated in the Provider Handbook.
- II. Other Requirements: Due to special circumstances, SCHOOL BOARD may extend services beyond time frames noted in the Provider Handbook. Extension of treatment shall be documented in the Client's file and include the following information: the reason for the extension request, including a brief history of response to the program to this point in addition to the current situation; how the extension will affect the implementation of the EBP; the original treatment/discharge plan and the new treatment plan, to include clinical rationale for the number of additional sessions; the frequency of review periods; the

assessment tools to be used to determine course of treatment; an explanation for extending treatment versus referral if the Client has had only limited or no progress in this program to date; contingencies for alternative treatment or referral if needed; evidence of review by the clinical treatment team and signature of extension approval by the treatment director. Extensions shall not exceed six additional sessions per Client. The total number of extensions shall not exceed 20% of the total number of Clients served under this Agreement.

III. Unit Definition(s):

- A. Family Counseling (Taxonomy RF-2000): One hour session, including a minimum of 45 minutes face-to-face, per Client and family.
- B. Individual Counseling Taxonomy RF-3300): A one hour session, including a minimum of 45 minutes face-to-face per Client.

In special situations, Individual Counseling services may be delivered in 30 minute increments if the Client is unable to be released from class for a longer period or has other documented limitations. Progress notes must document this situation and billing must be restricted to face-to-face time only without additional time allowed for documentation.

- C. Group Counseling (Taxonomy RF-2500): One hour session, including a minimum of 45 minutes face-to-face per group of three to ten Clients.

IN WITNESS WHEREOF, the parties have made and executed this Work Authorization Number 1: BROWARD COUNTY, by and through its Human Services Director or Deputy Director, as authorized pursuant to Article 4 of the Agreement, and THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA, signing by and through its Chair, duly authorized to execute same.

COUNTY

WITNESS:

BROWARD COUNTY, by and through its Human Services Director/Deputy Director

Witness

By _____

Witness

____ day of _____, 20____.

SCHOOL BOARD

ATTEST:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Robert W. Runcie
Superintendent of Schools

By _____
~~Laurie Rich Levinson~~ Patricia Good
Chair

(School Board Seal)