

**NORTH SOUND
BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION, LLC
(North Sound BH-ASO)**

**CONTRACT
FOR PARTICIPATION IN THE
NORTH SOUND INTEGRATED CARE NETWORK**

WITH

THERAPUTIC HEALTH SERVICES (THS)

CONTRACT #NORTH SOUND BH-ASO-THS-ICN-23

EFFECTIVE JANUARY 1, 2023

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1 **EXHIBITS**

2

3 **Incorporation of Exhibits**

4 The Provider shall provide services and comply with the requirements set forth in the following
5 attached exhibits, which are incorporated herein by reference. To the extent that the terms and
6 conditions of any Exhibit conflicts with the terms and conditions of this base contract, the terms of
7 such Exhibit shall control.

8

9 Exhibit A – Schedule of Services

10

11 Exhibit B – Compensation Schedule

12

13 Exhibit C – Supplemental Provider Service Guide [Supplemental Provider Service Guide | North Sound](http://www.nsbhaso.org)
14 [BH-ASO \(nsbhaso.org\)](http://www.nsbhaso.org)

15

16 Exhibit D - Provider Deliverables

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**CONTRACT FOR PARTICIPATION IN THE
NORTH SOUND INTEGRATED CARE CRISIS NETWORK**

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THIS CONTRACT FOR THE PARTICIPATION IN THE NORTH SOUND INTEGRATED CARE NETWORK

CONTRACT (the "Contract"), pursuant to Revised Code of Washington (RCW) Chapter 71.24 and all relevant and associated statutes, as amended, is made and entered into by and between the NORTH SOUND BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION, LLC (North Sound BH-ASO), a governmental limited liability company pursuant to RCW Chapter 71.24, 2021 E College Way, Ste. 101, Mount Vernon, WA 98273 and THERAPUTIC HEALTH SERVICES (THS), (Provider), a Washington Behavioral Health Agency, 1116 Summit Ave, Seattle, WA 98101.

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I. RECITALS

WHEREAS, Island County, San Juan County, Snohomish County, Skagit County and Whatcom County (the County Authorities), as defined by RCW 71.24.025 (18), entered into a Joint County Authority BH-ASO Interlocal Operating Agreement to cooperatively provide a community health program and regional system of care, with the collective goal of consolidating administration, reducing administrative layering and reducing administrative costs, consistent with the State of Washington's legislative policy as set forth in RCW 71.24 (Operating Agreement); and

WHEREAS, North Sound BH-ASO is a governmental limited liability company formed by an operating agreement entered into by the foregoing five (5) County Authorities in response to a request for a detailed plan and to contract with the State of Washington to operate as a Regional Support Network until April 1, 2016 and as a Behavioral Health Organization as of April 1, 2016, and as an Administrative Services Organization as of July 1, 2019 as provided for in RCW 71.24.100 and RCW 71.24.015.

WHEREAS, the Operating Agreement provides a means for each County Authority to share in the cost of behavioral health services, for payment of services and for the audit of funds, as provided for in RCW 71.24.100 and provides for the joint supervision and operation of services and facilities, as provided for in RCW 71.24.110.

WHEREAS, North Sound BH-ASO anticipates increased need for behavioral health services in the community and recognizes the need for expansion of services and strengthening of cooperation among service providers to meet this challenge; and

WHEREAS, North Sound BH-ASO is engaged in the administration of services.

WHEREAS, Provider is engaged in the provision of behavioral health services within Island, San Juan; Skagit, Snohomish and Whatcom Counties (Counties); and

1 **WHEREAS**, North Sound BH-ASO desires that Provider provide, market, distribute and otherwise
2 do all things necessary to deliver Services in the Counties;

3
4 **WHEREAS**, the parties to this Contract desire to promote the continuity of care for individuals,
5 avoid service disruption, ensure the provision of behavioral health services and strengthen the
6 regional service network; and

7
8 **WHEREAS**, the parties also wish to enter into a Business Associate Agreement (BAA) to ensure
9 compliance with the Privacy and Security Rules of the Health Insurance Portability and Accountability
10 Act (HIPAA) of 1996 (HIPAA Privacy and Security Rules, 45 CFR Parts 160 and 164); now, therefore,

11
12 **THE PARTIES AGREE AS FOLLOWS:**

13
14 **II. CONTRACT**

15
16 The effective date of this Contract is January 1, 2023.

17
18 **WHEREAS**, North Sound BH-ASO has been advised that the foregoing are the current funding
19 sources, funding levels and effective dates as described in Exhibit B; and

20
21 **WHEREAS**, North Sound BH-ASO desires to have certain services performed by the Provider as
22 described in Exhibit A;

23
24 **WHEREAS**, the Provider represents and warrants that North Sound BH-ASO is authorized to
25 negotiate and execute provider agreements, including this Agreement, and to bind the Provider to
26 the terms and conditions of this Agreement;

27
28 **WHEREAS**, North Sound BH-ASO intends to implement mechanisms to ensure the availability of
29 contracted providers and for establishing standards for the number and geographic distribution of
30 contracted providers and key specialty providers in accordance with applicable law;

31
32 **WHEREAS**, Behavioral Health Providers contracted with North Sound BH-ASO for participation in
33 the North Sound Integrated Care Network (North Sound ICN) will deliver behavioral healthcare
34 services to individuals within the scope of their licensure or accreditation;

35
36 **NOW THEREFORE**, in consideration of payments, covenants, and agreements hereinafter
37 mentioned, to be made and performed by the parties hereto, the parties mutually agree as follows:

1 **ARTICLE ONE – DEFINITIONS**

2 For purposes of this Agreement, the following terms shall have the meanings set forth below.

3 **1.1 AGREEMENT**

4 The Contract for participation in the North Sound ICN entered into between North Sound BH-
5 ASO and Provider, including all attachments and incorporated documents or materials,
6 including this North Sound ICN Provider Base Contract
7

8 **1.2 AVAILABLE RESOURCES**

9 Available Resources means funds appropriated for the purpose of providing behavioral health
10 programs. This includes federal funds, except those provided according to Title XIX of the
11 Social Security Act (SSA), and state funds appropriated by the Legislature
12

13 **1.3 BEHAVIORAL HEALTH ADMINISTRATIVE SERVICE ORGANIZATION (BH-ASO)**

14 BH-ASO means an entity selected by the Medicaid agency to administer behavioral health
15 programs, including crisis services for individuals in a fully integrated managed care regional
16 service area. The BH-ASO administers crisis services for all individuals in its defined regional
17 service area, regardless of an individual's ability to pay.
18

19 **1.4 BEHAVIORAL HEALTH CRISIS SERVICES**

20 Behavioral Health Crisis Services (Crisis Services) means providing evaluation and short-term
21 treatment and other services to individuals with an emergent mental health condition or are
22 intoxicated or incapacitated due to substance use and when there is an immediate threat to
23 the individual's health or safety.
24

25 **1.5 CERTIFIED PEER COUNSELOR**

26 Certified Peer Counselor (CPC) means Individuals who: have self-identified as a consumer of
27 behavioral health services; have received specialized training provided/contracted by HCA's,
28 Division of Behavioral Health and Recovery (DBHR); have passed a written/oral test, which
29 includes both written and oral components of the training; have passed a Washington State
30 background check; have been certified by DBHR; and are a registered Agency Affiliated
31 Counselor with the Department of Health (DOH).
32

33 **1.6 CRITICAL INCIDENT**

34 A situation or occurrence that places an individual at risk for potential harm or causes harm to
35 an individual. Examples include homicide (attempted or completed), suicide (attempted or
36 completed), the unexpected death of an individual, or the abuse, neglect, or exploitation of an
37 individual by an employee or volunteer.
38

39 **1.7 CULTURAL HUMILITY**

40 Cultural Humility means the continuous application in professional practice of self-reflection
41 and self-critique, learning from patients, and partnership building, with an awareness of the
42 limited ability to understand the patient's worldview, culture(s), and communities

- 1 **1.8 CULTURALLY APPROPRIATE CARE**
2 Culturally Appropriate Care means health care services provided with Cultural Humility and an
3 understanding of the patient’s culture and community, and informed by Historical Trauma and
4 the resulting cycle of Adverse Childhood Experiences (ACEs).
5
- 6 **1.9 GENERAL FUND STATE/FEDERAL BLOCK GRANTS (GFS/FBG)**
7 General Fund State/Federal Block Grants (GFS/FBGs) means the services provided by the
8 Provider under this Contract and funded by FBG or GFS.
9
- 10 **1.10 HEALTHCARE AUTHORITY (HCA)**
11 “Health Care Authority (HCA)” means the Washington State Health Care Authority, any
12 division, Section, office, unit, or other entity of HCA or any of the officers or other officials
13 lawfully representing HCA.
14
- 15 **1.11 HEALTH PLAN**
16 A plan that undertakes to arrange for the provision of health care services to subscribers or
17 enrollees, or to pay for or to reimburse for any part of the cost for those services, in return for
18 a prepaid or periodic charge paid for by or on behalf of subscribers or enrollees.
19
- 20 **1.12 INDIVIDUAL**
21 Individual means any person in the Regional Service Area (RSA) regardless of income, ability to
22 pay, insurance status or county of residence. With respect to non-Crisis Services, "Individual"
23 means a person who has applied for, is eligible for, or who has received General Fund –
24 State/Federal Block Grant (GFS/FBG) services through this contract.
25
- 26 **1.13 MANAGED CARE ORGANIZATION (MCO)**
27 MCO means an organization having a certificate of authority or certificate of registration from
28 the Washington State Office of Insurance Commissioner that contracts with HCA under a
29 comprehensive risk contract to provide prepaid health care services to eligible HCA Enrollees
30 under HCA managed care programs.
31
- 32 **1.14 MEDICALLY NECESSARY SERVICE/MEDICAL NECESSITY**
33 Medically Necessary Services means a requested service which is reasonably calculated to
34 prevent, diagnose, correct, cure, alleviate, or prevent worsening of conditions in the individual
35 that endanger life, or cause suffering of pain, or result in an illness or infirmity, or threaten to
36 cause or aggravate a handicap, or cause physical deformity, or malfunction. There is no other
37 equally effective, more conservative, or substantially less costly course of treatment available
38 or suitable for the individual requesting the service. For the purpose of this section, "course of
39 treatment" may include mere observation or, where appropriate, no medical treatment at all
40 (WAC 182-500-0070).
41
- 42 **1.15 MEDICATION ASSISTED TREATMENT (MAT)**
43 Medication Management means the prescribing and/or administering and reviewing of
44 medications and their side effects.

- 1 1.16 **MEMBER**
2 An individual that is eligible to receive crisis and/or FBG services and is assigned to an MCO.
3
- 4 1.17 **MENTAL HEALTH BLOCK GRANT (MHBG)**
5 MHBG means those funds granted by the Secretary of Health and Human Services (HHS),
6 through the Center for Mental Health Services (CMHS), Substance Abuse and Mental Health
7 Services Administration (SAMHSA), to states to establish or expand an organized community-
8 based system for providing mental health services for adults with Serious Mental Illness (SMI)
9 and children who are seriously emotionally disturbed (SED).
10
- 11 1.18 **NORTH SOUND INTEGRATED CARE NETWORK (NORTH SOUND ICN)**
12 Alliance formed by Participating Providers and North Sound BH-ASO to operate a clinically
13 integrated crisis, FBG and Legislative Proviso behavioral health network that will provide
14 behavioral health services in the North Sound RSA. North Sound ICN is a reference to the
15 network of behavioral health providers contracted with the North Sound BH-ASO, and neither
16 this Agreement nor any other understanding among participants is intended to create a
17 separate legal entity.
18
- 19 1.19 **OPIOID SUBSTITUTION TREATMENT**
20 Opioid Substitution Treatment means assessment and treatment to opioid dependent
21 patients. Services include prescribing and dispensing of an approved medication, as specified
22 in 21 CFR Part 291, for opioid substitution services in accordance with WAC 246-341 (The
23 service as described satisfies the level of intensity in ASAM Level 1).
24
- 25 1.20 **OPIOID TREATMENT PROGRAM (OTP)**
26 Opioid Treatment Program (OTP) means a designated program that dispenses approved
27 medication as specified in 21 CFR Part 291 for opioid treatment in accordance with WAC 246-
28 341-0100.
29
- 30 1.21 **PAYOR**
31 The entity (including company where applicable) that bears direct financial responsibility for
32 paying from its own funds, without reimbursement from another entity, the cost of crisis
33 services rendered to individuals.
34
- 35 1.22 **PEER SUPPORT SERVICES**
36 Peer Support Services means behavioral health services provided by Certified Peer
37 Counselors. This service provides scheduled activities that promote socialization, recovery,
38 self-advocacy, development of natural supports, and maintenance of community living skills.
39 Individuals actively participate in decision-making and the operation of the programmatic
40 supports.
41

- 1 1.23 **PREGNANT, POST-PARTUM OR PARENTING (PPW) HOUSING SUPPORT SERVICES**
2 Pregnant, Post-Partum or Parenting (PPW) Women’s Housing Support Services means the
3 costs incurred to provide support services to PPW Individuals with children under the age of 6
4 in a transitional residential housing program designed exclusively for this population.
5
- 6 1.24 **PROVIDER**
7 The behavioral health care person(s) or agency contracting under this Agreement, who meets
8 all minimum criteria of North Sound BH-ASO’s credentialing plan, including all physicians,
9 clinicians, allied health professionals, and staff persons who provide crisis care services to
10 individuals by or through this Agreement.
11
- 12 1.25 **STABILIZATION/TRIAGE SERVICES**
13 Stabilization/Triage Services means services provided in a facility licensed by DOH and
14 certified by DBHR as either Crisis Stabilization Units or Crisis Triage Facilities.
15
- 16 1.26 **SUBSTANCE ABUSE FEDERAL BLOCK GRANT (SABG)**
17 SABG means the Federal Substance Abuse Block Grant Program authorized by Section 1921 of
18 Title XIX, Part B, Subpart II and III of the Public Health Service Act.
19
- 20 1.27 **SUBSTANCE USE DISORDER**
21 Substance Use Disorder (SUD) means a problematic pattern of use of alcohol and/or drugs
22 that causes a clinically and functionally significant impairment, such as health problems,
23 disability, and failure to meet major responsibilities at work, school or home.
24
- 25 1.28 **STABILIZATION/TRIAGE SERVICES**
26 Stabilization/Triage Services means services provided in a facility licensed by DOH and
27 certified by DBHR as either Crisis Stabilization Units or Crisis Triage Facilities.
28
- 29 1.29 **WAITING LIST**
30 Waiting List means a list of clients who qualify for SABG-funded services for whom services
31 have not been scheduled due to lack of capacity
32
- 33 1.30 **WARM HANDOFF**
34 Warm Handoff means a transfer of care between two members of a health care team, where
35 the handoff occurs in front of the Individual explaining why the other team member can
36 better address a specific issue emphasizing the other team member’s competence.
37

1 **ARTICLE TWO – NETWORK PROVIDER OBLIGATIONS**

2
3 This Agreement, North Sound BH-ASO’s Supplemental Provider Service Guide, Policies and
4 Procedures (P&P), Contract Exhibits, the Contract Boilerplate, and their revisions each specify North
5 Sound BH-ASO’s requirements for the array of services to be provided. Unless otherwise specified,
6 these materials shall be regarded as the source documents for compliance with program
7 requirements. In the event of any inconsistency between the requirements of such documents, the
8 more stringent shall control.

9 **2.1 NETWORK PARTICIPATION**

10 Provider shall participate as part of the North Sound BH-ASO for the (GFS)/(FBG) and
11 Legislative Proviso services specified in this Contract. Provider agrees that its practice
12 information may be used in North Sound BH-ASO MCO and HCA provider directories,
13 promotional materials, advertising and other informational material made available to the
14 public. Such practice information includes, but is not limited to, name, address, telephone
15 number, hours of operation and type of services. Provider shall promptly notify North Sound
16 BH-ASO within 30 days of any changes in this information.
17

18 **2.2 STANDARDS FOR PROVISION OF CARE**

19
20 **2.2.1 Provision of Integrated Care Services**

21 Provider shall provide services to individuals, within the scope of Provider’s business
22 and practice. Such services shall be provided in accordance with this Agreement;
23 North Sound BH-ASO Supplemental Provider Service Guide; HCA standards; North
24 Sound BH-ASO Policies and Procedures (P&P); the terms, conditions and eligibility
25 outlined in Contract Exhibits; and the requirements of any applicable government
26 sponsored program.

27 **2.2.2 Standard of Care**

28 Provider shall provide services to individuals at a level of care and competence that
29 equals or exceeds the generally accepted and professionally recognized standard of
30 practice at the time of treatment, all applicable rules and/or standards of
31 professional conduct, and any controlling governmental licensing requirements.

32 **2.2.3 Facilities, Equipment and Personnel**

33 Provider’s facilities, equipment, personnel and administrative services shall be
34 maintained at a level and quality appropriate to perform Provider’s duties and
35 responsibilities under this Agreement and to meet all applicable legal and BH-ASO
36 contractual requirements, including the accessibility requirements of the Americans
37 with Disabilities Act.

38 **2.2.4 Prior Authorization**

39 Where required or appropriate, the Provider shall work with North Sound BH-ASO to
40 obtain the prior MCO authorization in accordance with MCO’s Provider Manual
41 unless the situation is one involving the delivery of Emergency Services.
42

1 2.2.5 **Assignments**
2 The Provider shall provide crisis services to all individuals regardless of their ability to
3 pay.
4 2.2.6 **Capacity**
5 Provider shall ensure availability of services for each of the service populations for
6 which it is licensed and/or certified by the Department of Health (DOH).
7 2.2.7 **Subcontract Arrangements**
8 Any subcontract arrangement entered into by Provider for the delivery of services to
9 individuals shall be in writing and shall bind Provider’s subcontractors to the terms
10 and conditions of this Agreement including, but not limited to, Supplemental
11 Provider Service Guide, terms relating to licensure, insurance, and billing of
12 individuals for services. North Sound BH-ASO will provide ongoing monitoring and
13 oversight to any and all sub-delegation relationships.
14
15 2.3 **TREATMENT ALTERNATIVES**
16 Providers shall in all instances obtain informed consent prior to treatment. Without regard to
17 Medicaid Benefit Plan limitations or cost, the Provider shall communicate freely and openly
18 with individuals about their health status, and treatment alternatives (including medication
19 treatment options); about their rights to participate in treatment decisions (including refusing
20 treatment); and providing them with relevant information to assist them in making informed
21 decisions about their health care.
22
23 2.4 **PROMOTIONAL ACTIVITIES**
24 At the request of North Sound BH-ASO, Provider shall display promotional materials in its
25 offices and facilities as practical, in accordance with applicable law and cooperate with and
26 participate in all reasonable marketing efforts. Provider shall not use any North Sound BH-
27 ASO name in any advertising or promotional materials without the prior written permission of
28 North Sound BH-ASO.
29
30 2.5 **LICENSURE, CERTIFICATION AND OTHER STATE AND FEDERAL REQUIREMENTS**
31 Provider shall hold all necessary licenses, certifications, and permits required by law for the
32 performance of services to be provided under this Agreement. Provider shall maintain its
33 licensure and applicable certifications in good standing, free of disciplinary action, and in
34 unrestricted status throughout the term of this Agreement. Provider’s loss or suspension of
35 licensure or other applicable certifications, or its exclusion from any federally funded health
36 care program, including Medicare and Medicaid, may constitute cause for immediate
37 termination of this Agreement. Provider warrants and represents that each employee and
38 subcontractor, who is subject to professional licensing requirements, is duly licensed to
39 provide Behavioral Health Services. Provider shall ensure each employee and subcontractor
40 have and maintains in good standing for the term of this Agreement the licenses, permits,
41 registrations, certifications, and any other governmental authorizations to provide such
42 services.
43

1 2.6 **INDEPENDENT MEDICAL/CLINICAL JUDGEMENT**
2 Provider shall exercise independent medical/clinical judgment and control over its
3 professional services. Nothing herein shall give North Sound BH-ASO, MCO, or HCA authority
4 over Provider’s medical judgment or direct the means by which they practice within the scope
5 of their licensed, certified, and/or registered practice. Provider retains sole responsibility for
6 its relationship with each individual it treats, and for the quality of behavioral health care
7 services provided to its individuals. Provider is solely responsible to each of its individuals for
8 care provided.

10 2.7 **NON-DISCRIMINATION**

12 2.7.1 **Enrollment.**

13 Provider shall not differentiate or discriminate in providing services to individuals
14 because of race, color, religion, national origin, ancestry, age, marital status, gender
15 identity, sexual orientation, physical, sensory or mental handicap, socioeconomic
16 status, or participation in publicly financed programs of health care services.
17 Provider shall render services to individuals in the same location, in the same
18 manner, in accordance with the same standards, and within the same time
19 availability regardless of payor.

20 2.7.2 **Employment.**

21 Provider shall not differentiate or discriminate against any employee or applicant for
22 employment, with respect to their hire, tenure, terms, conditions or privileges of
23 employment, or any matter directly or indirectly related to employment, because of
24 race, color, religion, national origin, ancestry, age, height, weight, marital status,
25 gender identity, physical, sensory or mental disability unrelated to the individual’s
26 ability to perform the duties of the particular job or position.

28 2.8 **DATA INFORMATION SYSTEM REQUIREMENTS**

30 2.8.1 Provider shall:

- 32 2.8.1.1 Have a Health Information System (HIS) that complies with the
33 requirements of 42 CFR Part 438.242 and can report complete and
34 accurate data to North Sound BH-ASO as specified in the North Sound BH-
35 ASO P&P;
- 36 2.8.1.2 Remedy all data errors within 30 days of receipt of an error report from
37 the North Sound BH-ASO IS;
- 38 2.8.1.3 Provide evidence to North Sound BH-ASO, upon request, that error
39 reports have been addressed;
- 40 2.8.1.4 Maintain up to date individual contact information in the HIS; and
- 41 2.8.1.5 Maintain a written Business Continuity and Disaster Recovery Plan
42 (BCDRP) with an identified update process (at least annually) that ensures
43 timely restoration of the IS following total or substantial loss of system
44 functionality. A copy of the plan submitted by the Provider through the

1 credentialing process shall be made available upon request for review and
2 audit by North Sound BH-ASO, MCO, HCA, Department of Social Human
3 Services (DSHS) or External Quality Review Organization (EQRO).
4

5 **2.9 REPORT DELIVERABLE TEMPLATES**

6 Templates for all reports that the Provider is required to submit to North Sound BH-ASO are
7 hereby incorporated in Exhibit D into this Contract. North Sound BH-ASO may update the
8 templates from time to time, and any such updated templates will also be incorporated by
9 reference into this Contract. The report templates are located at:

10 <https://www.nsbhaso.org/for-providers/forms>
11

12 **2.10 CARE COORDINATION**

13
14 **2.10.1 Coordinate medical services.**

15 Provider shall coordinate all services for eligible individuals, including but not limited
16 to medical services, behavioral health services and services associated with the social
17 determinants of health as needed, or as identified by North Sound BH-ASO.

18 **2.10.2 Provision of data and information for purposes of care coordination.**

19 Provider shall cooperate with, participate in, and provide information and data in
20 accordance to HIPAA, to support North Sound BH-ASO's care coordination activities
21 and to meet HCA care coordination obligations.
22

23 **2.11 BEHAVIORAL HEALTH SCREENING AND ASSESSMENT REQUIREMENTS**

24 If Provider provides Behavioral Health Services, Provider shall utilize the Global Appraisal of
25 Individual Needs-Short Screener (GAIN-SS) and assessment process, including use of the
26 quadrant placement. If the results of the GAIN-SS are indicative of the presence of a co-
27 occurring disorder (COD), Provider shall consider this information in the development of the
28 individual's treatment plan, including appropriate referrals. In addition, Provider shall
29 implement, and maintain throughout the term of this Agreement, the Integrated COD
30 Screening and Assessment process, including training for applicable staff. If Provider fails to
31 implement or maintain this process, upon request of North Sound BH-ASO, Provider shall
32 provide a corrective action plan designed to ensure compliance with the requirements of this
33 Section. Such plan shall allow for monitoring of compliance by North Sound BH-ASO.
34

35 **2.12 RECORDKEEPING AND CONFIDENTIALITY**

36
37 **2.12.1 Maintaining Individual Medical Record**

38 Provider shall maintain a medical record for each individual to whom Provider
39 renders behavioral healthcare services. Provider shall establish each individual's
40 medical record upon the individual's first encounter with Provider. The individual's
41 medical record shall contain all information required by state and federal law,
42 generally accepted and prevailing professional practice, applicable government
43 sponsored health programs, and all North Sound BH-ASO P&Ps. Provider shall retain
44 all such records for at least 10 years.

1 2.12.2 **Confidentiality of Individual Health Information**

2 As of the date of this Agreement, each party may be a Business Associate under
3 HIPAA, as amended, and must comply with the Administrative Simplification
4 Provisions of HIPAA and with the applicable provisions of the Health Information
5 Technology for Economic and Clinical Health Act of 2009 (HITECH Act), including the
6 Privacy Rule, Security Rule, Breach Notification Rule, and Enforcement Rule (the
7 HIPAA Rules). The parties acknowledge that, in their performance under this
8 Agreement, each shall have access to and receive from the other party information
9 protected under HIPAA and RCW Chapter 70.02, the Washington State Health Care
10 Information Access and Disclosure of 1991 (Protected Health Information or PHI).

11 2.12.3 **Health Information System**

12 Provider shall implement a documented health information system and a privacy
13 security program that includes administrative, technical and physical safe guards
14 designed to prevent the accidental or unauthorized use or disclosure of individual
15 PHI and medical records. The information system and the privacy and security
16 program shall, at a minimum, comply with applicable HIPAA regulations regarding
17 the privacy and security of PHI, including but not limited to 42 CFR § 438.242; 45 CFR
18 § 164.306(a); as well as, HIPAA privacy provisions in Title 13 of the American
19 Recovery and Reinvestment Act of 2009 (ARRA).

20 2.12.4 **Delivery of Individual Care Information and Individual Access to Health Information**

21 Provider shall give North Sound BH-ASO, MCO, HCA and/or individuals access to
22 individual health information including, but not limited to, medical records and
23 billing records, for the purpose of inspection, evaluation, and audit, in accordance
24 with the requirements of state and federal law, applicable government sponsored
25 health programs, and North Sound BH-ASO P&P's.

26 2.12.5 **Federal Drug and Alcohol Confidentiality Laws**

27 Provider shall comply with 42 CFR Part 2, as applicable. If Provider is a Part 2
28 program, as defined under 42 CFR §2.11, Provider shall obtain a signed written
29 consent that complies with the requirements of 42 CFR Part 2 from each individual,
30 prior to disclosing the individual's Patient Identifying Information to MCO or HCA.
31 For the purposes of this section, "Patient Identifying Information" shall have the
32 same meaning as under 42 CFR §2.11. Such consent shall explicitly name MCO
33 and/or HCA as an authorized recipient of the individual's Patient Identifying
34 Information. Provider shall maintain copies of each individual's consent form in
35 accordance with federal law. North Sound BH-ASO reserves the right to audit
36 Provider's records to ensure compliance with this Section.

37
38 2.13 **INDIVIDUAL'S COPAYMENTS, COINSURANCE AND DEDUCTIBLES**

39
40 2.13.1 **Third-Party Payment**

41 The Provider shall have a written policy regarding third-party payments that
42 complies with provisions of North Sound BH-ASO's P&P's. The policy shall explain
43 the process in place to pursue, in accordance with reasonable collection practices,

1 third-party payments for individuals who are covered by other benefit plans and
2 private pay. The Provider shall document its collections of third-party payments.

3 **2.13.2 Medicaid enrollment**

4 The Provider shall aggressively work to convert non-Medicaid individuals to Medicaid
5 status, including helping families to access health insurance coverage for their
6 children under the provisions of the Children's Health Insurance Program.

7 **2.13.3 Individual financial obligation**

8 The Provider shall provide notice to individuals of their personal financial obligations
9 for non-covered services, and may bill individuals for non-covered services only if the
10 Provider has:

11
12 2.13.3.1 Provided the individual with a full written disclosure of Provider's intent
13 to directly bill the individual for non-covered services (including a clear
14 statement the North Sound BH-ASO and/or the individual's assigned
15 MCO is not financially obligated or otherwise liable to cover or provide
16 any reimbursement, compensation, or other payment related to such
17 non-covered services); and

18 2.13.3.2 Obtained a written acknowledgement and acceptance of financial
19 responsibility from the individual at the time of denial and prior to
20 services being delivered.

21
22 **2.14 CLIENT HOLD HARMLESS**

23
24 2.14.1 Provider hereby agrees that in no event, including, but not limited to nonpayment by
25 North Sound BH-ASO, North Sound BH-ASO, or breach of this contract will Provider
26 bill, charge, collect a deposit from, seek compensation, remuneration, or
27 reimbursement from, or have any recourse against a client or person acting on their
28 behalf, other than North Sound BH-ASO, for services provided pursuant to this
29 Contract. This provision does not prohibit collection of deductibles, copayments,
30 coinsurance and/or payment for noncovered services, which have not otherwise
31 been paid by a primary or secondary issuer in accordance with regulatory standards
32 for coordination of benefits, from individuals in accordance with the terms of the
33 individual's health plan.

34 2.14.2 If applicable, Provider agrees in the event of North Sound BH-ASO insolvency, to
35 continue to provide the services promised in this Contract to clients of North Sound
36 BH-ASO for the duration of the period for which premiums on behalf of the
37 individuals were paid to North Sound BH-ASO or until the individual's discharge from
38 inpatient facilities, whichever time is greater.

39 2.14.3 Notwithstanding any other provision of this Contract, nothing in this contract shall be
40 construed to modify the rights and benefits contained in an Individual's health plan.

41 2.14.4 Provider may not bill individuals for crisis services where North Sound BH-ASO denies
42 payments because the Provider has failed to comply with the terms or conditions of
43 this Contract.

- 1 2.14.5 Provider further agrees (i) the provisions of this subsection 2.14 shall survive
2 termination of this contract regardless of the cause giving rise to termination and
3 shall be construed to be for the benefit of North Sound BH-ASO individuals, and (ii)
4 this provision supersedes any oral or written contrary agreement now existing
5 or hereafter entered into between Provider and individuals or persons acting on
6 their behalf.
- 7 2.14.6 If Provider contracts with other providers or facilities who agree to provide crisis
8 services to individuals of North Sound BH-ASO with the expectation of receiving
9 payment directly or indirectly from North Sound BH-ASO, such providers or facilities
10 must agree to abide by the provisions of this subsection 2.14.

11
12 Willfully collecting or attempting to collect an amount from an individual knowing that
13 collection to be in violation of the participating provider or facility contract constitutes a class
14 C felony under RCW 48.80.030.

15
16 **2.15 PROGRAM PARTICIPATION**

17
18 **2.15.1 Participation in Grievance Program**

19 Provider shall implement a Grievance Program that complies with WAC 182-538C
20 110 or its successors and shall participate in North Sound BH-ASO's Grievance
21 Program and cooperate in identifying, processing, and promptly resolving all
22 individual complaints, grievances, or inquiries.

23
24 **2.15.2 Participation in Quality Improvement Program**

25 2.15.2.1 Provider shall develop and implement a quality management plan to
26 improve the quality of care received.

27 2.15.2.2 Provider when requested shall cooperate and participate in the North
28 Sound BH-ASO Quality Assessment and Performance Improvement
29 activities and Performance Improvement Projects (PIP) identified by
30 North Sound BH-ASO and/or HCA.

31
32 **2.15.3 Participation in Utilization Review and Management Program**

33 Provider shall participate in and comply with the North Sound BH-ASO Utilization
34 Review and Management Program, including all P&P's regarding prior
35 authorizations, and shall cooperate with HCA in audits to identify, confirm, and/or
36 assess utilization levels of services.

37
38 Willfully collecting or attempting to collect an amount from an individual knowing that
39 collection to be in violation of the participating provider or facility contract constitutes a class
40 C felony under RCW 48.80.030.

41
42 **2.16 NOTICES**

1 **2.16.1 Critical Incident Reporting**

2 Provider shall send immediate notification to North Sound BH-ASO and, when
3 indicated, to the applicable MCO of any Critical Incident involving an individual.
4 Notification shall be made during the business day on which Provider becomes
5 aware of the Critical Incident. If Provider becomes aware of a Critical Incident
6 involving an individual after business hours, Provider shall provide notice to North
7 Sound BH-ASO and, when indicated, to the applicable MCO as soon as possible the
8 next business day. Provider shall provide to North Sound BH-ASO and, when
9 indicated, to the applicable MCO all available information related to a Critical
10 Incident at the time of notification, including: a description of the event, the date
11 and time of the incident, the incident location, incident type, information about the
12 individuals involved in the incident and the nature of their involvement; the
13 individual's or other involved individuals' service history with Provider; steps taken
14 by Provider to minimize potential or actual harm; and any legally required
15 notification made by Provider. Upon North Sound BH-ASO's request, and as
16 additional information becomes available, Provider shall update the information
17 provided regarding the Critical Incident and, if requested by MCO, shall prepare a
18 written report regarding the Critical Incident, including any actions taken in response
19 to the incident, the purpose for which such actions were taken, any implications to
20 Provider's delivery system and efforts designed to prevent or lessen the possibility of
21 future similar incidents. Reporting shall comport with North Sound BH-ASO
22 Supplemental Provider Service Guide and applicable P&Ps.

23
24 **2.16.2 Notice of sites/services change**

25 Provider shall, prior to making a public announcement of any site or service changes,
26 notify North Sound BH-ASO in writing and receive approval at least:

27
28 2.16.2.1 120 days prior to closing a Provider site or opening any additional site(s)
29 providing services under this Agreement.

30 2.16.2.2 30 days prior to any Provider change that would significantly affect the
31 delivery of or payment for services provided, including changes in tax
32 identification numbers, billing addresses, or practice locations.

33 2.16.2.3 If Provider discontinues services or closes a site in less than 30 days,
34 Provider shall notify North Sound BH-ASO as soon as possible and prior to
35 making a public announcement.

36 2.16.2.4 Provider shall notify North Sound BH-ASO of any other changes in capacity
37 that result in the Provider being unable to meet any requirements of this
38 Agreement. Events that affect capacity, include but are not limited to a
39 decrease in the number, frequency, or type of a required service to be
40 provided; employee strike or other work stoppage related to union
41 activities; or any changes that result in Provider being unable to provide
42 timely, medically necessary services.

43 2.16.2.5 If any of the above events occurs, Provider shall submit a plan to North
44 Sound BH-ASO and, if requested, shall meet with North Sound BH-ASO to

1 review the plan at least 30 business days prior to the event. The plan
2 should include the following:

- 3
- 4 2.16.2.5.1 Notification of service/site change;
- 5 2.16.2.5.2 Individual notification and communication plan;
- 6 2.16.2.5.3 Plan for provision of uninterrupted services by individual; and
- 7 2.16.2.5.4 Any information that will be released to the media.
- 8

9 **2.16.3 Termination of Services**

10 Provider shall provide North Sound BH-ASO at least 120 calendar days written notice
11 before provider, any clinic, or subcontractor ceases to provide services to individuals.

12

13 **2.16.4 Reporting Fraud**

14 Provider shall comply with RCW 48.135 concerning Insurance Fraud Reporting and
15 shall notify North Sound BH-ASO Compliance Department of all incidents or
16 occasions of suspected fraud, waste, or abuse involving Services provided to an
17 individual. Provider shall report a suspected incident of fraud, waste or abuse,
18 including a credible allegation of fraud, within five (5) business days of the date
19 Provider first becomes aware of, or is on notice of, such activity. The obligation to
20 report suspected fraud, waste, or abuse shall apply if the suspected conduct was
21 perpetrated by Provider, Provider’s employee, agent, subcontractor, or individual.
22 Provider shall establish P&P’s for identifying, investigating, and taking appropriate
23 corrective action against suspected fraud, waste, or abuse. Detailed information
24 provided to employees and subcontractors regarding fraud and abuse P&P’s and the
25 false Claims Act and the Washington false claims statutes RCW Chapter 74.66 and
26 74.09.210. Upon request by North Sound BH-ASO, and/or HCA, Provider shall confer
27 with the appropriate State agency prior to or during any investigation into suspected
28 fraud, waste, or abuse.

29

30 **2.17 PARTICIPATION IN CREDENTIALING**

31 Provider shall participate in North Sound BH-ASO’s credentialing and re-credentialing process
32 that shall satisfy, throughout the term of this Agreement, all credentialing and re-
33 credentialing criteria established by North Sound BH-ASO. Provider shall immediately notify
34 North Sound BH-ASO of any change in the information submitted or relied upon by Provider
35 to achieve credentialed status. If Provider’s credentialed status is revoked, suspended, or
36 limited by North Sound BH-ASO, North Sound BH-ASO may, at its discretion, terminate this
37 Agreement and/or reassign individuals to another provider.

38

39 **2.18 PROVIDER TRAINING AND EDUCATION**

40 Upon the request of North Sound BH-ASO, the Provider shall participate in training when
41 required by the North Sound BH-ASO and/or HCA.

42

43 **2.18.1 Exception to required training**

1 Requests to allow an exception to participation in a required training must be in
2 writing and include a plan for how the required information will be provided to
3 targeted Provider staff;

4 **2.18.2 Safety and violence-prevention training**

5 Provider shall ensure all community behavioral health employees who work directly
6 with individuals are provided with at least annual training on safety and violence-
7 prevention topics described in RCW 49.19.030;

8 **2.18.3 Cultural humility training**

9 Provider shall ensure all community behavioral health employees who work for
10 Providers are provided with at least annual training on cultural humility;

11 **2.18.4 Health Education/Training**

12 Provider shall ensure all community behavioral health employees who work directly
13 with individuals receive Health Education/Training as requested by North Sound BH-
14 ASO; and

15 **2.18.5 Provider Non-Solicitation**

16 Provider shall not solicit or encourage individuals to select any particular health plan
17 for the primary purpose of securing financial gain for Provider. Nothing in this
18 provision is intended to limit Provider's ability to fully inform individuals of all
19 available health care treatment options or modalities.
20

1 **ARTICLE THREE –NORTH SOUND BH-ASO OBLIGATIONS**

2 **3.1 ADMINISTRATIVE SUPPORT**

3 North Sound BH-ASO shall provide the administrative support to the North Sound Integrated
4 Care Network (ICN) and will collaborate with Providers in:

- 5
- 6 3.1.1 Establishing and maintaining a multispecialty provider network that is geographically
7 distributed through the service area and promotes individual choice and access to
8 Participating Providers;
- 9 3.1.2 Developing and supporting the workforce in the provision of active, innovative and
10 evidence-based chronic conditions management practices;
- 11 3.1.3 Developing and implementing Participating Provider practice protocols and supports;
- 12 3.1.4 Creating alliances with other medical practices/groups and providers to help ensure
13 the delivery of whole-person and integrated care;
- 14 3.1.5 Participating in performance measurement, including the reporting of state defined
15 performance measures and HCA identified behavioral health measures;
- 16 3.1.6 Promoting practice transformation and outcome achievement through value-based
17 purchasing; and
- 18 3.1.7 Providing support and training on proper coding of services and data transmissions
19 related to encounters.
- 20

21 **3.2 CONTINUUM OF BEHAVIORAL HEALTH CARE**

22 North Sound BH-ASO shall contract with a network of behavioral health providers to ensure a
23 continuum of crisis behavioral health care to achieve and demonstrate network adequacy.
24

25 **3.3 COLLECTION OF SERVICE ENCOUNTERS**

26 North Sound BH-ASO shall collect service encounters from the Participating Providers and
27 submit them to HCA and/or MCOs.
28

29 **3.4 PAYMENT**

30 North Sound BH-ASO shall pay Provider for services provided according to the North Sound
31 BH-ASO established rate schedule, detailed in Exhibit B. Additionally, clean claims shall be
32 submitted in established timelines.
33

- 34 3.4.1 North Sound BH-ASO shall provide reasonable notice of not less than 60 days of
35 changes that affect Provider’s compensation or the delivery of health care services.
36

37 **3.5 SUBMISSION OF CLAIMS**

38 If Provider submits claims for Services rendered under this Contract, the following
39 requirements shall apply:
40

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3.5.1 Clean Claims Standards

Except as agreed to by the parties on a claim-by-claim basis, North Sound BH-ASO shall pay or deny not less than (i) 95% of Clean Claims received from Provider within 30 days of receipt; (ii) 95% of all claims received from Provider within 60 days of receipt; and (iii) 99% of all Clean Claims received from Provider within 90 days of receipt.

3.5.2 Clean Claim – Definition

For purposes of this Section 3.5, "clean claim" means a claim that has no defect or impropriety, including any lack of any required substantiating documentation, or particular circumstances requiring special treatment that prevents timely payments from being made on the claim under this Section 3.5.

3.6 COORDINATION

North Sound BH-ASO shall be responsible for coordinating with Participating Providers to meet the obligations identified in this Agreement.

1 **ARTICLE FOUR - TERM AND TERMINATION**

2 **4.1 TERM**

3 This Agreement is effective on January 1, 2023, and will remain in effect for an initial term of 1
4 year (Initial Term), after which it will automatically renew for successive terms of 1 year each
5 (Renewal Term), unless this Agreement is sooner terminated as provided in this Agreement or
6 either Party gives the other Party written notice of non-renewal of this Agreement not less
7 than 180 days prior to the end of the current term.
8

9 **4.2 TERMINATION WITHOUT CAUSE**

10 This Agreement may be terminated without cause by either party upon providing at least 90
11 days written notice to the other party.
12

13 **4.3 TERMINATION WITH CAUSE**

14 Either party may terminate this Agreement by providing the other party with a minimum of 10
15 business days prior written notice in the event the other party commits a material breach of
16 any provision of this Agreement. Said notice must specify the nature of said material breach.
17 The breaching party shall have 7 business days from the date of the breaching party's receipt
18 of the foregoing notice to cure said material breach. In the event the breaching party fails to
19 cure the material breach within said 7 business day period, this Agreement shall automatically
20 terminate upon expiration of the 10 business days' notice period.
21

22 **4.4 IMMEDIATE TERMINATION**

23 Unless expressly prohibited by applicable regulatory requirements, North Sound BH-ASO may
24 immediately suspend or terminate the participation of a Provider in any or all products or
25 services by giving written notice thereof to Provider when North Sound BH-ASO determines
26 that (i) based upon available information, the continued participation of the Provider appears
27 to constitute an immediate threat or risk to the health, safety or welfare of individual(s), or (ii)
28 Provider's fraud, malfeasance, or non-compliance with any regulatory requirements is
29 reasonably suspected. During such suspension, the Provider shall, as directed by North Sound
30 BH-ASO, discontinue the provision of all or a particular contracted Service to individual(s).
31 During the term of any suspension, Provider shall notify individual(s) that their status as a
32 Provider has been suspended. Such suspension will continue until the Provider's participation
33 is reinstated or terminated.
34

35 **4.5 TERMINATION DUE TO CHANGE IN FUNDING**

36 In the event funding from HCA, MCO, State, Federal, or other sources is withdrawn, reduced,
37 or limited in any way after the effective date of this Contract and prior to its normal
38 completion, either party may terminate this Contract subject to re-negotiations.
39

40 **4.5.1 TERMINATION PROCEDURE**

41 The following provisions shall survive and be binding on the parties in the event this
42 Contract is terminated:

1 4.5.1.1 Provider and any applicable subcontractors shall cease to perform any
2 services required by this Contract as of the effective date of termination
3 and shall comply with all reasonable instructions contained in the notice of
4 termination which are related to the transfer of individuals, distribution of
5 property and termination of services. Each party shall be responsible only
6 for its performance in accordance with the terms of this Contract rendered
7 prior to the effective date of termination. Provider and any applicable
8 subcontractors shall assist in the orderly transfer/transition of the
9 individuals served under this Contract. Provider and any applicable
10 subcontractors shall promptly supply all information necessary for the
11 reimbursement of any outstanding Medicaid claims.

12 4.5.1.2 Provider and any applicable subcontractors shall immediately deliver to
13 North Sound BH-ASO's Program Administrator or their successor, all North
14 Sound BH-ASO assets (property) in Provider and any applicable
15 subcontractor's possession and any property produced under this
16 Contract. Provider and any applicable subcontractors grant North Sound
17 BH-ASO the right to enter upon Provider and any applicable
18 subcontractor's premises for the sole purpose of recovering any North
19 Sound BH-ASO property that Provider and any applicable subcontractors
20 fails to return within 10 business days of termination of this Contract.
21 Upon failure to return North Sound BH-ASO property within 10 business
22 days of the termination of this Contract, Provider and any applicable
23 subcontractors shall be charged with all reasonable costs of recovery,
24 including transportation and attorney's fees. Provider and any applicable
25 subcontractors shall protect and preserve any property of North Sound
26 BH-ASO that is in the possession of Provider and any applicable
27 subcontractors pending return to North Sound BH-ASO.

28 4.5.1.3 North Sound BH-ASO shall be liable for and shall pay for only those
29 services authorized and provided through the date of termination. North
30 Sound BH-ASO may pay an amount agreed to by the parties for partially
31 completed work and services, if work products are useful to or usable by
32 North Sound BH-ASO.

33 4.5.1.4 If the Program Administrator terminates this Contract for default, North
34 Sound BH-ASO may withhold a sum from the final payment to Provider
35 that North Sound BH-ASO determines is necessary to protect North Sound
36 BH-ASO against loss or additional liability occasioned by the alleged
37 default. North Sound BH-ASO shall be entitled to all remedies available at
38 law, in equity, or under this Contract. If it is later determined Provider was
39 not in default, or if Provider terminated this Contract for default, Provider
40 shall be entitled to all remedies available at law, in equity, or under this
41 Contract.

42
43 Should the contract be terminated by either party, North Sound BH-ASO
44 will require the spend-down of all remaining reserves and fund balances

1 within the termination period. Funds will be deducted from the final
2 months' payments until reserves and fund balances are spent. Should the
3 contract be terminated by either party, Provider shall be responsible to
4 provide all behavioral health services through the end of the month for
5 which they have received payment.
6

7 **4.6 TERMINATION NOTIFICATION TO INDIVIDUALS**

8 North Sound BH-ASO will inform affected individuals of any termination pursuant to this
9 Contract in accordance with the process set forth in the applicable MCO P&P's. Individuals
10 may be required to select another Provider contracted with North Sound BH-ASO prior to the
11 effective date of termination of this Contract.
12

1 **ARTICLE FIVE - FINANCIAL TERMS AND CONDITIONS**

2 **5.1 GENERAL FISCAL ASSURANCES**

3 Provider shall comply with all applicable laws and standards, including Generally Accepted
4 Accounting Principles and maintain, at a minimum, a financial management system that is a
5 viable, single, integrated system with sufficient sophistication and capability to effectively and
6 efficiently process, track and manage all fiscal matters and transactions. The parties'
7 respective fiscal obligations and rights set forth in this section shall continue after termination
8 of this Contract until such time as the financial matters between the parties resulting from this
9 Contract are completed.

10 **5.2 FINANCIAL ACCOUNTING REQUIREMENTS**

11 Provider shall:

- 12 5.2.1 Limit Administration costs to no more than 15% of the annual revenue supporting
13 the public behavioral health system operated by Provider. Administration costs shall
14 be measured on a fiscal year basis and based on the information reported in the
15 Revenue and Expenditure Reports and reviewed by North Sound BH-ASO.
- 16 5.2.2 The Provider shall establish and maintain a system of accounting and internal
17 controls which complies with generally accepted accounting principles promulgated
18 by the Financial Accounting Standards Board (FASB), the Governmental Accounting
19 Standards Board (GASB), or both as is applicable to the Provider's form of
20 incorporation.
- 21 5.2.3 Ensure all North Sound BH-ASO funds, including interest earned, provided pursuant
22 to this Contract, are used to support the public behavioral health system within the
23 Service Area;
- 24 5.2.4 Ensure under no circumstances are individuals charged for any covered services,
25 including those out-of-network services purchased on their behalf;
- 26 5.2.5 Produce annual, audited financial statements upon completion and make such
27 reports available to North Sound BH-ASO upon request.

28 **5.2.1.1 Financial Reporting**

29 Provider shall provide the following reports to North Sound BH-ASO:

- 30 5.2.1.1.1 The North Sound BH-ASO shall reimburse the Provider for
31 satisfactory completion of the services and requirements
32 specified in this Contract and its attached exhibit(s).
- 33 5.2.1.1.2 The Provider shall submit an invoice within 30 days from the
34 service month (i.e., services in June invoiced on or before
35 August 1st) along with all accompanying reports as specified in
36 the attached exhibit(s), including its final invoice and all
37 outstanding reports. The North Sound BH-ASO shall initiate
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authorization for payment to the Provider not more than 30 days after a timely, complete and accurate invoice is received.

5.2.1.1.3 The Provider shall submit its final invoice and all outstanding reports as specified in this contract and its attached exhibit(s). If the Provider’s final invoice and reports are not submitted as specified in this contract and its attached exhibit(s), the North Sound BH-ASO will be relieved of all liability for payment to the Provider of the amounts set forth in said invoice or any subsequent invoice.

5.2.1.2 **LIABILITY FOR PAYMENT AND THE PURSUIT OF THIRD-PARTY REVENUE**

Provider shall be responsible for developing financial processes that enable them to reasonably ensure all third-party resources available to enrollees are identified and pursued in accordance with the reasonable collection practices, which Provider applies to all other payers for services covered under this Contract. Ensure a process is in place to demonstrate all third-party resources are identified and pursued in accordance with Medicaid being the payer of last resort. North Sound BH-ASO shall actively provide Provider support in the pursuit of third-party payments for all crisis services.

Provider shall maintain necessary records to document all third-party resources and report to North Sound BH-ASO on a biennial basis or upon the request of North Sound BH-ASO, the amount of such third-party resources collected for all service recipients during the quarter by source of payment.

1 **ARTICLE SIX-OVERSIGHT AND REMEDIES**

2 **6.1 OVERSIGHT AUTHORITY**

3 North Sound BH-ASO, HCA, DSHS, Office of the State Auditor, the Department of Health
4 (DOH), the Comptroller General, or any of their duly-authorized representatives have the
5 authority to conduct announced and unannounced: a) surveys, b) audits, c) reviews of
6 compliance with licensing and certification requirements and compliance with this Contract,
7 d) audits regarding the quality, appropriateness and timeliness of behavioral health services of
8 Provider and subcontractors and e) audits and inspections of financial records of Provider and
9 subcontractors.

10
11 Provider shall notify North Sound BH-ASO when an entity other than North Sound BH-ASO
12 performs any audit described above related to any activity contained in this Contract.

13
14 In addition, North Sound BH-ASO will conduct reviews in accordance with its oversight of
15 resource, utilization and quality management, as well as, ensure Provider has the clinical,
16 administrative and fiscal structures to enable them to perform in accordance with the terms
17 of the contract. Such reviews may include, but are not limited to: encounter data validation,
18 utilization reviews, clinical record reviews, program integrity, administrative structures
19 reviews, fiscal management and contract compliance. Reviews may include desk reviews,
20 requiring Provider to submit requested information. North Sound BH-ASO will also review any
21 activities delegated under this contract to Provider.

22
23 **6.2 REMEDIAL ACTION**

24 North Sound BH-ASO may require Provider to plan and execute corrective action. Corrective
25 Action Plan (CAP) developed by Provider must be submitted for approval to North Sound BH-
26 ASO within 30 calendar days of notification. CAP must be provided in a format acceptable to
27 North Sound BH-ASO. North Sound BH-ASO may extend or reduce the time allowed for
28 corrective action depending upon the nature of the situation as determined by North Sound
29 BH-ASO.

30
31 **6.2.1 CAP must include:**

- 32
33 6.2.1.1 A brief description of the findings; and
- 34 6.2.1.2 Specific actions to be taken, a timetable, a description of the monitoring to
35 be performed, the steps taken and responsible individuals that will reflect
36 the resolution of the situation.

37
38 **6.2.2 CAP may:**

39 Require modification of any P&P by Provider relating to the fulfillment of its
40 obligations pursuant to this Contract.

1 6.2.3 CAP is subject to approval by North Sound BH-ASO, which may:
2

3 6.2.3.1 Accept the plan as submitted;

4 6.2.3.2 Accept the plan with specified modifications;

5 6.2.3.3 Request a modified plan; or

6 6.2.3.4 Reject the plan.
7

8 6.2.4 Provider agrees North Sound BH-ASO may initiate remedial action as outlined in
9 subsection (6.2.5) below if North Sound BH-ASO determines any of the following
10 situations exist:
11

12 6.2.4.1 If a problem exists that poses a threat to the health or safety of any person
13 or poses a threat of property damage/an incident has occurred that
14 resulted in injury or death to any person/resulted in damage to property.

15 6.2.4.2 Provider has failed to perform any of the behavioral health services
16 required in this Contract, which includes the failure to maintain the
17 required capacity as specified by North Sound BH-ASO to ensure enrolled
18 individuals receive medically necessary services, including delegated
19 functions; except, that no remedial action pursuant to subsection (6.2.5)
20 hereof shall be taken if such failure to maintain required capacity is due to
21 any interruption in, or depletion of the available amount of money to
22 Provider as described in Exhibit B of this contract for purposes of
23 performing services under this contract; however, in such an instance,
24 North Sound BH-ASO may terminate all or part of this contract on as little
25 as 30 days written notice.

26 6.2.4.3 Provider has failed to develop, produce and/or deliver to North Sound BH-
27 ASO any of the statements, reports, data, data corrections, accountings,
28 claims and/or documentation described herein, in compliance with all the
29 provisions of this Contract.

30 6.2.4.4 Provider has failed to perform any administrative function required under
31 this Contract, including delegated functions. For the purposes of this
32 section, "administrative function" is defined as any obligation other than
33 the actual provision of behavioral health services.

34 6.2.4.5 Provider has failed to implement corrective action required by the state
35 and within North Sound BH-ASO prescribed timeframes.
36

37 6.2.5 North Sound BH-ASO may impose any of the following remedial actions in response
38 to findings of situations as outlined above.
39

- 1 6.2.5.1 Withhold two (2%) percent of the next monthly payment and each monthly
2 payment thereafter until the corrective action has achieved resolution.
3 North Sound BH-ASO, at its sole discretion, may return a portion or all of
4 any payments withheld once satisfactory resolution has been achieved.
- 5 6.2.5.2 Compound withholdings identified above by an additional one-half of one
6 percent (1/2 of 2%) for each successive month during which the remedial
7 situation has not been resolved.
- 8 6.2.5.3 Revoke delegation of any function delegated under this contract.
- 9 6.2.5.4 Deny any incentive payment to which Provider might otherwise have been
10 entitled under this Contract or any other arrangement by which DBHR
11 provides incentives.
- 12 6.2.5.5 Termination for Default, as outlined in this Contract.

13
14 **6.3 NOTICE REQUIREMENTS**

15 Whenever this Contract provides for notice to be provided by one (1) party to another, such
16 notice shall be in writing and directed to the chief executive office of the Provider and the
17 project representative of the County department specified on page one (1) of this Contract.
18 Any time within which a party must take some action shall be computed from the date that
19 the notice is received by said party.
20

1 **ARTICLE SEVEN -GENERAL TERMS AND CONDITIONS FOR CONTRACTOR**

2
3 **7.1 BACKGROUND**

4 North Sound BH-ASO is an entity formed by inter-local agreement between Island, San Juan,
5 Skagit, Snohomish and Whatcom Counties, each county authority is recognized by the
6 Director of HCA (Director). These counties entered into an inter-local agreement to allow
7 North Sound BH-ASO to contract with the Director pursuant to RCW 71.24.025(18), to operate
8 a single managed system of services for persons with behavioral illness living in the service
9 area covered by Island, San Juan, Skagit, Snohomish and Whatcom Counties (Service Area).
10 North Sound BH-ASO is party to an interagency agreement with the Director, pursuant to
11 which North Sound BH-ASO has agreed to provide integrated community support, crisis
12 response services to people needing such services in its Service Area. North Sound BH-ASO,
13 through this Contract, is subcontracting with Provider for the provision of specific behavioral
14 health services as required by the agreement with the Director. Provider, by signing this
15 Contract, attests it is willing and able to provide such services in the Service Area.
16

17 **7.2 MUTUAL COMMITMENTS**

18 The parties to this Contract are mutually committed to the development of an efficient, cost
19 effective, integrated, person-centered, age specific recovery and resilience model approach to
20 the delivery of quality community behavioral health services. To that end, the parties are
21 mutually committed to maximizing the availability of resources to provide needed behavioral
22 health services in the Service Area, maximizing the portion of those resources used for the
23 provision of direct services and minimizing duplication of effort.
24

25 **7.3 ASSIGNMENT**

26 Except as otherwise provided within this Contract, this Contract may not be assigned,
27 delegated, or transferred by Provider without the express written consent of North Sound BH-
28 ASO and any attempt to transfer or assign this Contract without such consent shall be void.
29 The terms “assigned”, “delegated”, or “transferred” shall include change of business structure
30 to a limited liability company of any Provider Member or Affiliate Agency.
31

32 **7.4 AUTHORITY**

33 Concurrent with the execution of this Contract, Provider shall furnish North Sound BH-ASO
34 with a copy of the explicit written authorization of its governing body to enter into this
35 Contract and accept the financial risk and responsibility to carry out all terms of this Contract
36 including the ability to pay for all expenses incurred during the contract period. Likewise,
37 concurrent with the execution of this Contract, North Sound BH-ASO shall furnish, upon
38 request, Provider with a written copy of the motion, resolution, or ordinance passed by North
39 Sound BH-ASO’s County Authorities Executive Committee authorizing North Sound BH-ASO to
40 execute this Contract.
41

1 **7.5 COMPLIANCE WITH APPLICABLE LAWS, REGULATIONS AND OPERATIONAL POLICIES**

2 The parties shall comply with all relevant state or federal law, policy, directive, or government
3 sponsored program requirements relating to the subject matter of this Agreement. The
4 provisions of this Agreement shall be construed in a manner that reflects consistency and
5 compliance with such laws, policies and directives. Without limiting the generality of the
6 foregoing, the parties shall comply with applicable provisions of this Agreement and the
7 Supplemental Provider Service Guide, incorporated herein:
8

- 9 7.5.1 Title XIX and Title XXI of the SSA and Title 42 CFR;
- 10 7.5.2 All applicable Office of the Insurance Commissioner (OIC) statutes and regulations;
- 11 7.5.3 Americans with Disabilities Act (ADA) of 1990;
- 12 7.5.4 Title VI of the Civil Rights Act of 1964;
- 13 7.5.5 Age Discrimination Act of 1975;
- 14 7.5.6 All local, State and Federal professional and facility licensing and certification
15 requirements/standards that apply to services performed under the terms of this
16 Contract;
- 17 7.5.7 The Patient Protection and Affordable Care Act (PPACA or ACA);
- 18 7.5.8 All applicable standards, orders, or requirements issued under Section 306 of the
19 Clean Air Act (42 US 1857(h)), Section 508 of the Clean Water Act (33 US 1368),
20 Executive Order 11738 and Environmental Protection Agency (EPA) regulations (40
21 CFR Part 15), which prohibit the use of facilities included on the EPA List of Violating
22 Facilities. Any violations shall be reported to HCA/DSHS, DHHS and the EPA.
- 23 7.5.9 Any applicable mandatory standards and policies relating to energy efficiency, which
24 are contained in the State Energy Conservation Plan, issued in compliance with the
25 federal Energy Policy and Conservation Act;
- 26 7.5.10 Those specified in RCW Title 18 for professional licensing;
- 27 7.5.11 Reporting of abuse as required by RCW 26.44.030;
- 28 7.5.12 Industrial insurance coverage as required by RCW Title 51;
- 29 7.5.13 RCW 38.52, 70.02, 71.05, 71.24 and 71.34;
- 30 7.5.14 WAC 246-341 and 388-865;
- 31 7.5.15 Provider must ensure it does not: a) operate any physician incentive plan as
32 described in 42 CFR §422.208; and b) does not Contract with any subcontractor
33 operating such a plan.
- 34 7.5.16 HCA/MCO Quality Strategy;
- 35 7.5.17 State of Washington behavioral health system mission statement, value statement
36 and guiding principles for the system, hereto as Exhibit D;
- 37 7.5.18 Office of Management and Budget (OMB) Circulars, Budget, Accounting and
38 Reporting System (BARS) Manual and BARS Supplemental Behavioral Health
39 Instructions;
- 40 7.5.19 Any applicable federal and state laws that pertain to individual’s rights. Provider
41 shall ensure its staff takes those rights into account when furnishing services to
42 individuals.

- 1 7.5.20 42 United States Code (USC) 1320a-7 and 1320a-7b (Section 1128 and 1128(b) of the
- 2 SSA), which prohibits making payments directly or indirectly to physicians or other
- 3 providers as an inducement to reduce or limit behavioral health services provided to
- 4 individuals;
- 5 7.5.21 Any P&P developed by DSHS/HCA which governs the spend-down of individual's
- 6 assets;
- 7 7.5.22 Provider and any subcontractors must comply with 42-USC 1396u-2 and must not
- 8 knowingly have a director, officer, partner, or person with a beneficial ownership of
- 9 more than five (5%) of Provider, BHA or subcontractor's equity, or an employee,
- 10 Provider, or consultant who is significant or material to the provision of services
- 11 under this Contract, who has been, or is affiliated with someone who has been,
- 12 debarred, suspended, or otherwise excluded by any federal agency.
- 13 7.5.23 Federal and State non-discrimination laws and regulations;
- 14 7.5.24 HIPAA (45 CFR parts 160-164);
- 15 7.5.25 Confidentiality of Substance Use Disorder (SUD) 42 CFR Subchapter A, Part 2;
- 16 7.5.26 HCA-CIS Data Dictionary and its successors;
- 17 7.5.27 Federal funds must not be used for any lobbying activities
- 18 7.5.28 Mental Health Parity and Addiction Equity Act (MHPAEA) and final rule

19
20 If Provider is in violation of a federal law or regulation and Federal Financial Participation is
21 recouped from North Sound BH-ASO, Provider shall reimburse the federal amount to North
22 Sound BH-ASO within 20 days of such recoupment.

23
24 Upon notification from HCA/MCO, North Sound BH-ASO shall notify Provider in writing of
25 changes/modifications in HCA contract requirements.

26
27 **7.6 COMPLIANCE WITH NORTH SOUND BH-ASO OPERATIONAL GUIDE**

28 Provider shall comply with all North Sound BH-ASO Supplemental Provider Service Guide and
29 operational policies that pertain to the delivery of services under this Contract that are in
30 effect when the Contract is signed or come into effect during the term of the Contract. North
31 Sound BH-ASO shall notify Provider of any proposed change in federal or state requirements
32 affecting this Contract immediately upon North Sound BH-ASO receiving knowledge of such
33 change.

34
35 **7.7 CONFIDENTIALITY OF PERSONAL INFORMATION**

36 Provider shall protect all Personal Information, records and data from unauthorized disclosure
37 in accordance with 42 CFR §431.300 through §431.307, RCWs 70.02, 71.05, 71.34 and for
38 individuals receiving SUD services, in accordance with 42 CFR Part 2 and WAC 246-341.
39 Provider shall have a process in place to ensure all components of its provider network and
40 system understand and comply with confidentiality requirements for publicly funded
41 behavioral health services. Pursuant to 42 CFR §431.301 and §431.302, personal information
42 concerning applicants and recipients may be disclosed for purposes directly connected with
43 the administration of this Contract and the State Medicaid Plan. Provider shall read and
44 comply with all HIPAA policies.

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7.8 CONTRACT PERFORMANCE/ENFORCEMENT

North Sound BH-ASO shall be vested with the rights of a third-party beneficiary, including the "cut through" right to enforce performance should Provider be unwilling or unable to enforce action on the part of its subcontractor(s). In the event Provider dissolves or otherwise discontinues operations, North Sound BH-ASO may, at its sole option, assume the right to enforce the terms and conditions of this Contract directly with subcontractors; provided North Sound BH-ASO keeps Provider reasonably informed concerning such enforcement. Provider shall include this clause in its contracts with its subcontractors. In the event of the dissolution of Provider, North Sound BH-ASO's rights in indemnification shall survive.

7.9 COOPERATION

The parties to this Contract shall cooperate in good faith to effectuate the terms and conditions of this Contract.

7.10 DEBARMENT CERTIFICATION

The Provider, by signature to this Contract, certifies that the Contractor is not presently debarred, suspended, proposed for Debarment, declared ineligible or voluntarily excluded in any Washington State or federal department or agency from participating in transactions (debarred).

The Provider agrees to include the above requirement in any and all Subcontracts into which it enters concerning the performance of services hereunder, and also agrees that it shall not employ debarred individuals or Subcontract with any debarred providers, persons, or entities.

The Provider shall immediately notify North Sound BH-ASO if, during the term of this Contract, the Provider becomes debarred. North Sound BH-ASO may immediately terminate this Contract by providing Provider written notice in accord with Subsection 6.3 of this Contract if the Provider becomes debarred during the term hereof.

7.11 EXCLUDED PARTIES

Provider is prohibited from paying with funds received under this Contract for goods and services furnished, ordered, or prescribed by excluded individuals and entities SSA section 1903(i)(2) of the Act; 42 CFR 455.104, 455.106 and 1001.1901(b).

Provider shall monitor for excluded individuals and entities by:

- 7.11.1 Screening Provider and subcontractor's employees and individuals and entities with an ownership or control interest for excluded individuals and entities prior to entering into a contractual or other relationship where the individual or entity would benefit directly or indirectly from funds received under this Contract.
- 7.11.2 Screening monthly newly added Provider and subcontractor's employees and individuals and entities with an ownership or control interest for excluded

1 individuals and entities that would benefit directly or indirectly from funds received
2 under this Contract.

3 7.11.3 Screening monthly Provider and subcontractor's employees and individuals and
4 entities with an ownership or control interest that would benefit from funds
5 received under this Contract for newly added excluded individuals and entities.
6

7 Report to North Sound BH-ASO:
8

9 7.11.4 Any excluded individuals and entities discovered in the screening within 10 business
10 days;

11 7.11.5 Any payments made by Provider that directly or indirectly benefit excluded
12 individuals and entities and the recovery of such payments;

13 7.11.6 Any actions taken by Provider to terminate relationships with Provider and
14 subcontractor's employees and individuals with an ownership or control interest
15 discovered in the screening;

16 7.11.7 Any Provider and subcontractor's employees and individuals with an ownership or
17 control interest convicted of any criminal or civil offense described in SSA section
18 1128 within 10 business days of Provider becoming aware of the conviction;

19 7.11.8 Any subcontractor terminated for cause within 10 business days of the effective
20 date of termination to include full details of the reason for termination;

21 7.11.9 Any Provider and subcontractor's individuals and entities with an ownership or
22 control interest.
23

24 Provider must provide a list with details of ownership and control no later than 30 days from
25 the date of ratification and shall keep the list up-to-date thereafter.
26

27 Provider will not make any payments for goods or services that directly or indirectly benefit
28 any excluded individual or entity. Provider will immediately recover any payments for goods
29 and services that benefit excluded individuals and entities it discovers.
30

31 Provider will immediately terminate any employment, contractual and control relationships
32 with an excluded individual and entity it discovers.
33

34 Civil monetary penalties may be imposed against Provider if it employs or enters into a
35 contract with an excluded individual or entity to provide goods or services to enrollees (SSA
36 section 1128A(a) and 42 CFR 1003.102(a)(2)).
37

38 An individual or entity is considered to have an ownership or control interest if they have
39 direct or indirect ownership of five percent (5%) or more, or are a managing employee (i.e., a
40 general manager, business manager, administrator, or director) who exercises operational or
41 managerial control or who directly or indirectly conducts day-to-day operations (SSA section
42 1126(b), 42 CFR 455.104(a) and 1001.1001(a)(1)).
43

44 In addition, if North Sound BH-ASO/MCO/HCA notifies Provider that an individual or entity is

1 excluded from participation by HCA, Provider shall terminate all beneficial, employment,
2 contractual and control relationships with the excluded individual or entity immediately.
3

4 **7.12 DECLARATION THAT INDIVIDUALS UNDER THE MEDICAID AND OTHER BEHAVIORAL HEALTH**
5 **PROGRAMS ARE NOT THIRD-PARTY BENEFICIARIES UNDER THIS CONTRACT**

6 Although North Sound BH-ASO, Provider and subcontractors mutually recognize that services
7 under this Contract may be provided by Provider and subcontractors to individuals under the
8 Medicaid program, RCW 71.05 and 71.34 and the Community Behavioral Health Services Act,
9 RCW 71.24, it is not the intention of either North Sound BH-ASO or Provider, that such
10 individuals, or any other persons, occupy the position of intended third-party beneficiaries of
11 the obligations assumed by either party to this Contract. Such third parties shall have no right
12 to enforce this Contract.
13

14 **7.13 EXECUTION, AMENDMENT AND WAIVER**

15 This Contract shall be binding on all parties only upon signature by authorized representatives
16 of each party. This Contract or any provision may be amended during the contract period, if
17 circumstances warrant, by a written amendment executed by all parties. Only North Sound
18 BH-ASO's Program Administrator or designee has authority to waive any provision of this
19 Contract on behalf of North Sound BH-ASO.
20

21 **7.14 HEADINGS AND CAPTIONS**

22 The headings and captions used in this Contract are for reference and convenience only and in
23 no way define, limit, or decide the scope or intent of any provisions or sections of this
24 Contract.
25

26 **7.15 INDEMNIFICATION**

27 Provider shall be responsible for and shall indemnify and hold North Sound BH-ASO harmless
28 (including all costs and attorney fees) from all claims for personal injury, property damage
29 and/or disclosure of confidential information, including claims against North Sound BH-ASO
30 for the negligent hiring, retention and/or supervision of Provider and/or from the imposition
31 of governmental fines or penalties resulting from the acts or omissions of Provider and its
32 subcontractors related to the performance of this contract. North Sound BH-ASO shall be
33 responsible and shall indemnify and hold Provider harmless (including all costs and attorney
34 fees) from all claims for personal injury, property damage and disclosure of confidential
35 information and from the imposition of governmental fines or penalties resulting from the
36 acts or omissions of North Sound BH-ASO. Except to the extent caused by the gross
37 negligence and/or willful misconduct of North Sound BH-ASO, Provider shall indemnify and
38 hold North Sound BH-ASO harmless from any claims made by non-participating BHAs related
39 to the provision of services under this Contract. For the purposes of these indemnifications,
40 the Parties specifically and expressly waive any immunity granted under the Washington
41 Industrial Insurance Act, RCW Title 51. This waiver has been mutually negotiated and agreed
42 to by the Parties. The provision of this section shall survive the expiration or termination of
43 the Contract.
44

1 7.16 **INDEPENDENT CONTRACTOR FOR NORTH SOUND BH-ASO**
2 The parties intend that an independent contractor relationship be created by this contract.
3 Provider acknowledges that Provider, its employees, or subcontractors are not officers,
4 employees, or agents of North Sound BH-ASO. Provider shall not hold Provider, Provider's
5 employees and subcontractors out as, nor claim status as, officers, employees, or agents of
6 North Sound BH-ASO. Provider shall not claim for Provider, Provider's employees, or
7 subcontractors any rights, privileges, or benefits which would accrue to an employee of North
8 Sound BH-ASO. Provider shall indemnify and hold North Sound BH-ASO harmless from all
9 obligations to pay or withhold Federal or State taxes or contributions on behalf of Provider,
10 Provider's employees and subcontractors unless specified in this Contract.

11 7.17 **INSURANCE**
12 North Sound BH-ASO certifies it is a member of Washington Governmental Risk Pool for all
13 exposure to tort liability, general liability, property damage liability and vehicle liability, if
14 applicable, as provided by RCW 43.19.
15
16 By the date of execution of this Contract and post 15 days renewal of said contract, the
17 Provider shall procure and maintain insurance for the duration of this Contract, Provider shall
18 carry Commercial General Liability (CGL) Insurance to include coverage for bodily injury,
19 property damage, and contractual liability, with the following minimum limits: Each
20 Occurrence - \$1,000,000; General Aggregate - \$3,000,000; shall include liability arising out of
21 premises, operations, independent contractors, personal injury, advertising injury, and liability
22 assumed under an insured contract. The costs of such insurance shall be paid by the Provider
23 or subcontractor. The Provider may furnish separate certificates of insurance and policy
24 endorsements for each subcontractor as evidence of compliance with the insurance
25 requirements of this Contract. The Provider is responsible for ensuring compliance with all of
26 the insurance requirements stated herein. Failure by the Provider, its agents, employees,
27 officers, subcontractors, providers, and/or provider subcontractors to comply with the
28 insurance requirements stated herein shall constitute a material breach of this Contract. All
29 non-risk pool policies shall name North Sound BH-ASO as a covered entity under said policy(s).

30 7.18 **INTEGRATION**
31 This Contract, including Exhibits contains all the terms and conditions agreed upon by the
32 parties. No other understandings, oral or otherwise, regarding the subject matter of this
33 Contract shall be deemed to exist or to bind any of the parties hereto.

34 7.19 **MAINTENANCE OF RECORDS**
35 Provider shall prepare, maintain and retain accurate records, including appropriate medical
36 records and administrative and financial records, related to this Agreement and to Services
37 provided hereunder in accordance with industry standards, applicable federal and state
38 statutes and regulations, and state and federal sponsored health program requirements. Such
39 records shall be maintained for the maximum period required by federal or state law. North
40 Sound BH-ASO shall have continued access to Provider's records as necessary for North Sound
41
42
43

1 BH-ASO to perform its obligations hereunder, to comply with federal and state laws and
2 regulations, and to ensure compliance with applicable accreditation and HCA requirements.
3 Provider shall completely and accurately report encounter data to North Sound BH-ASO and
4 shall certify the accuracy and completeness of all encounter data submitted. Provider shall
5 ensure that it and all of its subcontractors that are required to report encounter data, have
6 the capacity to submit all data necessary to enable the North Sound BH-ASO to meet the
7 reporting requirements in the Encounter Data Transaction Guide published by HCA, or other
8 requirements HCA may develop and impose on North Sound BH-ASO or Provider.
9

10 Upon North Sound BH-ASO's request or under North Sound BH-ASO's state and federal
11 sponsored health programs and associated contracts, Provider shall provide to North Sound
12 BH-ASO direct access and/or copies of all information, encounter data, statistical data, and
13 treatment records pertaining to Members who receive Services hereunder, or in conjunction
14 with claims reviews, quality improvement programs, grievances and appeals and peer
15 reviews.
16

17 **7.20 NOTICE OF AMENDMENT**

18 Except when a longer period is requested by applicable law, North Sound BH-ASO may amend
19 this Agreement upon 30 days prior written notice to Provider. If Provider does not deliver to
20 North Sound BH-ASO a written notice of rejection of the amendment within that 30-day
21 period, the amendment shall be deemed accepted by and shall be binding upon Provider.
22

23 **7.21 NO WAIVER OF RIGHTS**

24 A failure by either party to exercise its rights under this Contract shall not preclude that party
25 from subsequent exercise of such rights and shall not constitute a waiver of any other rights
26 under this Contract unless stated to be such in writing signed by an authorized representative
27 of the party and attached to the original Contract.
28

29 Waiver of any breach of any provision of this Contract shall not be deemed to be a waiver of
30 any subsequent breach and shall not be construed to be a modification of the terms and
31 conditions of this Contract.
32

33 **7.22 ONGOING SERVICES**

34 Provider and its subcontractors shall ensure in the event of labor disputes or job actions,
35 including work slowdowns, such as "sick outs", or other activities within its service BHA
36 network, uninterrupted services shall be available as required by the terms of this Contract.
37

38 **7.23 ORGANIZATIONAL CHANGES**

39 The Provider shall provide North Sound BH-ASO with ninety (90) calendar days' prior written
40 notice of any change in the Provider's ownership or legal status. The Provider shall provide
41 North Sound BH-ASO written notice of any changes to the Provider's executive officers,
42 executive board members, or medical directors within seven (7) Business Days
43

1 7.24 **OVERPAYMENTS**
2 In the event Provider fails to comply with any of the terms and conditions of this Contract and
3 results in an overpayment, North Sound BH-ASO may recover the amount due HCA, MCO, or
4 other federal or state agency subject to dispute resolution as set forth in the contract. In the
5 case of overpayment, Provider shall cooperate in the recoupment process and return to North
6 Sound BH-ASO the amount due upon demand.
7

8 7.25 **OWNERSHIP OF MATERIALS**
9 The parties to this Contract hereby mutually agree that if any patentable or copyrightable
10 material or article should result from the work described herein, all rights accruing from such
11 material or article shall be the sole property of North Sound BH-ASO. The North Sound BH-
12 ASO agrees to and does hereby grant to the Provider, irrevocable, nonexclusive, and royalty-
13 free license to use, according to law, any material or article and use any method that may be
14 developed as part of the work under this Contract.
15

16 The foregoing products license shall not apply to existing training materials, consulting aids,
17 checklists, and other materials and documents of the Provider which are modified for use in
18 the performance of this Contract.
19

20 The foregoing provisions of this section shall not apply to existing training materials,
21 consulting aids, checklists, and other materials and documents of the Provider that are not
22 modified for use in the performance of this Contract.
23

24 7.26 **PERFORMANCE**
25 Provider shall furnish the necessary personnel, materials/behavioral health services and
26 otherwise do all things for, or incidental to, the performance of the work set forth here and as
27 attached. Unless specifically stated, Provider is responsible for performing or ensuring all
28 fiscal and program responsibilities required in this contract. No subcontract will terminate the
29 legal responsibility of Provider to perform the terms of this Contract.
30

31 7.27 **RESOLUTION OF DISPUTES**
32 Each Party shall cooperate in good faith and deal fairly in its performance hereunder to
33 accomplish the Parties' objectives and avoid disputes. The Parties will promptly meet and
34 confer to resolve any problems that arise. If a dispute is not resolved, the Parties will
35 participate in and equally share the expense of a mediation conducted by a neutral third-party
36 professional prior to initiating litigation or arbitration. If the dispute is not resolved through
37 mediation, the parties agree to litigate their dispute in Skagit County Superior Court. The
38 prevailing party shall be awarded its reasonable attorneys' fees, and costs and expenses
39 incurred. This Agreement shall be governed by laws of the State of Washington, both as to
40 interpretation and performance.
41

42 7.28 **SEVERABILITY AND CONFORMITY**
43 The provisions of this Contract are severable. If any provision of this Contract, including any
44 provision of any document incorporated by reference is held invalid by any court, that

1 invalidity shall not affect the other provisions of this Contract and the invalid provision shall
2 be considered modified to conform to existing law.

3
4 **7.29 SINGLE AUDIT ACT**

5 If Provider or its subcontractor is a subrecipient of Federal awards as defined by OMB Uniform
6 Guidance Subpart F, Provider and its subcontractors shall maintain records that identify all
7 Federal funds received and expended. Such funds shall be identified by the appropriate OMB
8 Catalog of Federal Domestic Assistance titles and numbers, award names, award numbers,
9 and award years (if awards are for research and development), as well as, names of the
10 Federal agencies. Provider and its subcontractors shall make Provider and its subcontractor’s
11 records available for review or audit by officials of the Federal awarding agency, the General
12 Accounting Office and DSHS. Provider and its subcontractors shall incorporate OMB Uniform
13 Guidance Subpart F audit requirements into all contracts between Provider and its
14 subcontractors who are sub recipients. Provider and its subcontractors shall comply with any
15 future amendments to OMB Uniform Guidance Subpart F and any successor or replacement
16 Circular or regulation.

17
18 If Provider/subcontractors are a sub recipient and expends \$750,000 or more in Federal
19 awards from any/all sources in any fiscal year, Provider and applicable subcontractors shall
20 procure and pay for a single or program-specific audit for that fiscal year. Upon completion of
21 each audit, Provider and applicable subcontractors shall submit to North Sound BH-ASO’s
22 Program Administrator the data collection form and reporting package specified in OMB
23 Uniform Guidance Subpart F, reports required by the program-specific audit guide, if
24 applicable and a copy of any management letters issued by the auditor.

25
26 For purposes of “sub recipient” status under the rules of OMB Uniform Guidance Subpart F,
27 Medicaid payments to a sub recipient for providing patient care services to Medicaid eligible
28 individuals are not considered Federal awards expended under this part of the rule unless a
29 State requires the fund to be treated as Federal awards expended because reimbursement is
30 on a cost-reimbursement basis.

31
32 **7.30 SUBCONTRACTS**

33 Provider may subcontract services to be provided under this Contract subject to the following
34 requirements.

35
36 7.30.1 The Provider shall not assign or subcontract any portion of this Contract or transfer
37 or assign any claim arising pursuant to this Contract without the written consent of
38 North Sound BH-ASO Said consent must be sought in writing by the Provider not
39 less than 15 days prior to the date of any proposed assignment.

40 7.30.2 Provider shall be responsible for the acts and omissions of any subcontractor.

41 7.30.3 Provider must ensure the subcontractor neither employs any person nor contracts
42 with any person or BHA excluded from participation in federal health care programs
43 under either 42 USC 1320a-7 (§§1128 or 1128A SSA) or debarred or suspended per
44 this Contract’s General Terms and Conditions.

- 1 7.30.4 Provider shall require subcontractors to comply with all applicable federal and state
2 laws, regulations and operational policies as specified in this Contract.
3 7.30.5 Provider shall require subcontractors to comply with all applicable North Sound BH-
4 ASO operational policies as applicable.
5 7.30.6 Subcontracts for the provision of behavioral health services must require
6 subcontractors to provide individuals access to translated information and
7 interpreter services.
8 7.30.7 Provider shall ensure a process is in place to demonstrate all third-party resources
9 are identified and pursued.
10 7.30.8 Provider shall oversee, be accountable for and monitor all functions and
11 responsibilities delegated to a subcontractor for conformance with any applicable
12 statement of work in this Contract on an ongoing basis including written reviews.
13 7.30.9 Provider will monitor performance of the subcontractors on an annual basis and
14 notify North Sound BH-ASO of any identified deficiencies or areas for improvement
15 requiring corrective action by Provider.
16 7.30.10 The Provider agrees to include the following language verbatim in every subcontract
17 for services which relate to the subject matter of this Contract:

18
19 “Subcontractor shall protect, defend, indemnify, and hold harmless North Sound BH-ASO its
20 officers, employees and agents from any and all costs, claims, judgments, and/or awards of
21 damages arising out of, or in any way resulting from the negligent act or omissions of
22 subcontractor, its officers, employees, and/or agents in connection with or in support of this
23 Contract. Subcontractor expressly agrees and understands that North Sound BH-ASO is a
24 third-party beneficiary to this Contract and shall have the right to bring an action against
25 subcontractor to enforce the provisions of this paragraph.”
26

27 Those written subcontracts shall:

- 28
29 7.30.11 Require subcontractors to hold all necessary licenses, certifications/permits as
30 required by law for the performance of the services to be performed under this
31 Contract;
32 7.30.12 Require subcontractors to notify Provider in the event of a change in status of any
33 required license or certification;
34 7.30.13 Include clear means to revoke delegation, impose corrective action, or take other
35 remedial actions if the subcontractor fails to comply with the terms of the
36 subcontract;
37 7.30.14 Require the subcontractor to correct any areas of deficiencies in the subcontractor’s
38 performance that are identified by Provider, North Sound BH-ASO/HCA;
39 7.30.15 Require best efforts to provide written or oral notification within 15 business days
40 of termination of a Primary Care Provider (PCP) to individuals currently open for
41 services who had received a service from the affected PCP in the previous 60 days.
42 Notification must be verifiable in the individual’s medical record at the
43 subcontractor.
44

1 7.31 **SURVIVABILITY**
2 The terms and conditions contained in this Contract by their sense and context are intended
3 to survive the expiration of this Contract and shall so survive. Surviving terms include but are
4 not limited to: Financial Terms and Conditions, Single Audit Act, Contract Performance and
5 Enforcement, Confidentiality of Individual Information, Resolution of Disputes,
6 Indemnification, Oversight Authority, Maintenance of Records, Ownership of Materials and
7 Contract Administration Warranties and Survivability.
8

9 7.32 **TREATMENT OF INDIVIDUAL'S PROPERTY**
10 Unless otherwise provided in this Contract, Provider shall ensure any adult individual receiving
11 services from Provider under this Contract has unrestricted access to the individual's personal
12 property. Provider shall not interfere with any adult individual's ownership, possession, or
13 use of the individual's property unless clinically indicated. Provider shall provide individuals
14 under age 18 with reasonable access to their personal property that is appropriate to the
15 individual's age, development and needs. Upon termination of this Contract, Provider shall
16 immediately release to the individual and/or guardian or custodian all the individual's
17 personal property.
18

19 7.33 **WARRANTIES**
20 The parties' obligations are warranted and represented by each to be individually binding for
21 the benefit of the other party. Provider warrants and represents it is able to perform its
22 obligations set forth in this Contract and such obligations are binding upon Provider and other
23 subcontractors for the benefit of North Sound BH-ASO.
24

25 7.34 **CONTRACT CERTIFICATION**
26 By signing this Contract, the Provider certifies that in addition to agreeing to the terms and
27 conditions provided herein, the Provider certifies that it has read and understands the
28 contracting requirements and agrees to comply with all of the contract terms and conditions
29 detailed on this contract and exhibits incorporated herein by reference.
30
31

1 The Program Administrator for North Sound BH-ASO, LLC is:

2
3 Joe Valentine, Executive Director
4 North Sound BH-ASO
5 2021 E. College Way, Suite 101
6 Mount Vernon, WA 98273
7

8 The Program Administrator for THS is:

9
10 Patricia Edmond-Quinn, CEO
11 Therapeutic Health Services
12 1116 Summit Ave
13 Seattle, WA 98101
14

15 Changes shall be provided to the other party in writing within 10 business days.

16
17
18 IN WITNESS WHEREOF, the parties hereby agree to the terms and conditions of this Contract:
19

20
21 **NORTH SOUND BH-ASO**

THS

22
23
24
25
26 _____
27 Joe Valentine Date
Executive Director

Patricia Edmond-Quinn Date
CEO



North Sound BH-ASO
 2021 E. College Way, Suite 101, Mt. Vernon, WA 98273
 Phone: (360) 416-7013 Fax: (360) 899-4754
www.nsbhaso.org

EXHIBIT A: SCHEDULE OF SERVICES

PROVIDER: Therapeutic Health Services

CONTRACT: NORTH SOUND BH-ASO-THS-ICN-23

CONTRACT PERIOD: 01/01/2023 – 06/30/2023

Identification of Contracted Services

Provider shall provide behavioral health covered crisis services, as indicated in the Contracted Services Grid below, within the scope of Provider’s business and practice, in accordance with the Therapeutic Health Services Base Provider Agreement, North Sound BH-ASO Behavioral Health Policies and Procedures, Supplemental Provider Service Guide, North Sound BH-ASO and HCA standards, the terms, conditions and eligibility outlined in the Contract and/or Exhibits, and the requirements of any applicable government sponsored program.

Contracted Services Grid

Contracted Timeframe	Service	Supplemental Provider Service Guide Reference (click here)
<i>Outpatient Services (Within Available Resources)</i>		Chapter 20
Effective January 1, 2023	Mental Health Outpatient and Medication Management	Section 20.1
Effective January 1, 2023	Substance Use Disorder Outpatient Benefit	Section 20.1
Effective January 1, 2023	Medication-Assisted Treatment	Section 20.1
	Opiate Treatment Program (OTP)	Section 20.1
<i>Evaluation and Treatment</i>		Section 20.4
	Sixteen-Bed Evaluation and Treatment Facility Services	Section 20.4

<i>Crisis Services</i>		Chapter 18
	Adult Mobile Crisis Outreach Team	Section 20.2.2
	Child/Youth Mobile Crisis Outreach Team	Section 20.2.5
	Crisis Stabilization	Chapter 18;20.2.4
	Involuntary Treatment Evaluation (ITA)	Chapter 18; 20.2.3
	Toll Free Crisis Hotline	Chapter 18
<i>Withdrawal Management Services (Within in Available Resources)</i>		Chapter 20
	Clinically Managed Withdrawal Management (formerly Sub-Acute Withdrawal Management)	Section 20.1
	Medically Monitored Inpatient Withdrawal Management	Section 20.2.4
	Secure Withdrawal Management	Chapter 18
<i>Substance Use Disorder Residential (Within Available Resources)</i>		Section 20.10
	Youth - Intensive Inpatient	Section 20.15.2
	Youth – Recovery House	Section 20.15.6
	Adult - Intensive Inpatient	Section 20.15.1
	Adult - Long-Term Care	Section 20.15.3
	Adult - Recovery House	Section 20.15.5
	Pregnant and Parenting Women Residential Treatment	Section 2.1
	Pregnant and Parenting Women Housing Support	Section 2.1; 20.15.4
<i>Mental Health Services in a Residential Setting (Within Available Resources)</i>		Section 20.10
<i>Crisis Triage (Within Available Resources)</i>		Chapter 18
	Crisis Stabilization	Chapter 18
	Clinical Managed Withdrawal Management	Chapter 18
<i>Legislative Proviso Services (Within Available Resources)</i>		Chapter 19
	Jail Transition Services	Section 19.8
	E&T Discharge Planners	Section 17.2
	Program for Assertive Community Treatment (PACT)	Section 20.12
	Designated Cannabis Account (DCA)	Section 19.5
	Juvenile Treatment Services	Section 19.9
	Assisted Outpatient Treatment (AOT)	Section 19.1

	Homeless Outreach Stabilization Team (HOST)	Section 19.6
	Trueblood Misdemeanor Diversion	Section 19.13
	Recovery Navigator Program	Section 19.11
<i>Federal Block Grant</i>		Chapter 15
	Peer Bridgers	Section 15.1
	PPW Housing Support Services	Section 20.15.4
	PATH	Section 15.1
	Peer Path Finder	Section 15.1
	Opiate Outreach	Section 20.11
<i>HARPS</i>		Section 19.7
	HARPS Team	
	HARPS Subsidies	
<i>Co-Responder Outreach Program</i>		Section 19.4



North Sound BH-ASO
 2021 E. College Way, Suite 101, Mt. Vernon, WA 98273
 Phone: (360) 416-7013 Fax: (360) 899-4754
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EXHIBIT B: COMPENSATION SCHEDULE

Service and Payment Type	Service Detail	Payment Range
<i>Outpatient Services Mental Health and Substance Use Disorder (within available resources)</i>		
FFS Per hour	Prescriber – Psychiatrist/MDs	\$497.00 to \$536.76
FFS Per hour	Prescriber – Nurse Practitioner/Physician Asst.	\$315.00 to \$340.20
FFS Per hour	Registered Nurse/LPN	\$198.00 to \$213.84
FFS Per hour	PhD and Masters-Level Providers	\$165.00 to \$277.56
FFS Per hour	Bachelor’s, AA Level Clinician	\$123.00 to \$172.80
FFS Per hour	Peer Counselor	\$97.00 to \$136.08
FFS Per hour	Medical Assistant – Certified	\$97.00 to \$136.08
FFS Per hour	Request for Service	\$65.00 to \$70.20
FFS Group Rate per Person per Hour MH	Prescriber – Psychiatrist/MDs	\$124.25 to \$134.19
FFS Group Rate per Person per Hour MH	Prescriber – Nurse Practitioner/Physician Asst.	\$78.75 to \$85.05
FFS Group Rate per Person per Hour MH	Registered Nurse/LPN	\$49.50 to \$69.39
FFS Group Rate per Person per Hour MH	PhD and Masters-Level Providers	\$41.25 to \$57.78
FFS Group Rate per Person per Hour MH	Bachelor’s, AA Level Clinician	\$30.75 to \$43.20
FFS Group Rate per Person per Hour MH	Peer Counselor	\$24.25 to \$34.02
Adult Group Rate per Person per Hour SUD	Chemical Dependency Professional	\$41.25 to \$57.78
Adult Group Rate per Person per Hour SUD	Chemical Dependency Professional Trainee	\$33.25 to \$46.71
Child Group Rate per Person per Hour SUD	Chemical Dependency Professional	\$57.26 to \$80.20
Child Group Rate per Person per Hour SUD	Chemical Dependency Professional Trainee	\$46.36 to \$65.12

<i>Intensive Outpatient Services Mental Health (within available resources)</i>		
FFS Per hour	Prescriber – Psychiatrist/MDs	\$497.00 to \$536.76
FFS Per hour	Prescriber – Nurse Practitioner/Physician Asst.	\$315.00 to \$340.20
FFS Per hour	Registered Nurse/LPN	\$227.70 to \$319.14
FFS Per hour	PhD and Masters-Level Providers	\$189.75 to \$265.79
FFS Per hour	Bachelor’s, AA Level Clinician	\$141.45 to \$198.72
FFS Per hour	Peer Counselor	\$111.55 to \$156.49
<i>Medicaid Assisted Treatment</i>		
Per Dose Inclusive Bundled Case Rate	Opiate Treatment Program (Opiate Substitution Treatment)	\$24.50 per dose
<i>Program for Assertive Community Treatment (PACT) Non-Medicaid only</i>		
Expense Reimbursement Monthly	Program for Assertive Community Treatment (PACT) <ul style="list-style-type: none"> ▪ Snohomish & Skagit 	\$3,378.50 per person per month
Expense Reimbursement Monthly	Program for Assertive Community Treatment (PACT) <ul style="list-style-type: none"> ▪ Whatcom 	\$3,378.50 per person per month
<i>Telepsychiatry</i>		
Per Scheduled hour delivered	Tele Prescriber Services contracted and paid by ASO. Provider contracted telehealth services not in this category are paid on the outpatient prescriber rates.	\$125.00 to \$270.00
FFS Per hour	Provider room and assistance fee for Tele prescriber services	\$65.00 to \$91.26
<i>Evaluation and Treatment</i>		
Per Bed Day	Evaluation and Treatment Services 16 bed Facility <ul style="list-style-type: none"> ▪ Mukilteo 	{\$1,060-\$1,200}
Per Bed Day	Evaluation and Treatment Services 16 bed Facility <ul style="list-style-type: none"> ▪ Sedro Woolley 	{\$1,060-\$1,200}
Daily Rate	Out of Region E&T Services	HCA published rate
Monthly cost reimbursement	Discharge Planners E&T	\$4,470.58 per month per facility

<i>Crisis Services</i>		
Monthly	Mobile Crisis Outreach Teams (to include adult and child/youth teams)	Cost Reimbursement
Monthly	Stabilization & ITA Services	Cost Reimbursement
Monthly	Crisis Toll Free Telephone Services	Cost Reimbursement
Monthly	Emergency Chat Line Services	Cost Reimbursement
<i>Withdrawal Management Services (within available resources)</i>		
Daily Rate	Medically Managed Withdrawal Management (formerly Acute Withdrawal Management) - in region	{ \$310.00- \$447.00 }
% Non-Medicaid Monthly	Clinically Managed Withdrawal Management (formerly Sub-Acute Withdrawal Management) - in region	Cost Reimbursement
Daily Rate	Secure Detoxification	{ \$525.00 to \$630.00 }
<i>Substance Use Disorder Residential (within available resources)</i>		
Daily Rate	Adult Intensive Residential	\$138.00 to \$332.20
Daily Rate	Adult Long Term Residential	\$69.60 to \$187.00
Daily Rate	Adult Recovery House Residential	\$53.50 to \$151.80
Daily Rate	PPW Intensive Residential without Child	\$147.64 to \$235.62
Daily Rate	PPW Intensive Residential with Child	\$182.52 to \$264.33
Daily Rate	Therapeutic Intervention for Children	\$58.05 to \$78.83
Daily Rate	Youth Intensive Residential	\$175.50 to \$418.00
Daily Rate	Youth Long Term Residential	\$160.00 to \$263.00
Daily Rate	Youth Recovery House Residential	\$160.00 to \$263.00
<i>Mental Health Residential (in region & within available resources)</i>		
Bed Day	Assisted Living Home Residential Treatment 67 Beds	{ \$TBD }
Bed Day	Adult Residential Treatment Facility - 16 Bed	\$346.00
Daily Rate	Residential Treatment Services (alternative payment method)	{ \$73.60 to \$350.00 }

<i>Triage (in region & within available resources)</i>		
Capacity	Stabilization Triage - Snohomish	% Non-Medicaid Monthly
Capacity	Stabilization Triage/Withdrawal Mgmt. – Whatcom	% Non-Medicaid Monthly
Capacity	Stabilization Triage/Withdrawal Mgmt. – Island	% Non-Medicaid Monthly
Capacity	Stabilization/Withdrawal Mgmt. Triage - Skagit	% Non-Medicaid Monthly
<i>Projects for Assistance in Transition from Homelessness (PATH)</i>		
Cost Reimbursement	PATH Outreach Services-Snohomish	Budget {\$0 to \$292,035}
<i>PATHFINDER</i>		
Pay for Performance	Peer PATH Finder	{\$0 to \$115,844}
Cost Reimbursement	Peer Bridger	{\$240,000 annually for program; \$11,109 annually for participant service funds}
<i>Designated Cannabis Account (DCA)</i>		
Monthly	DCA Services	Cost Reimbursement
<i>Assisted Outpatient Treatment</i>		
Cost Reimbursement	Assisted Outpatient Services	{\$1,200 per person per month}
<i>Juvenile Treatment Services</i>		
Monthly	Youth BH Services	Cost Reimbursement



EXHIBIT D: PROVIDER DELIVERABLES

PROVIDER: Therapeutic Health Services

CONTRACT: NORTH SOUND BH-ASO-THS-ICN-23

CONTRACT PERIOD: 01/01/2023 – 06/30/2023

Identification of Deliverables

Provider shall provide all deliverables as identified in the Required Deliverables Grid below. Templates for all reports that the provider is required to submit to North Sound BH-ASO may be found on the North Sound BH-ASO website under *Forms & Reports* (click [here](#)). North Sound BH-ASO may update the templates from time to time and will notify providers of any changes. Deliverables are to be submitted to deliverables@nsbhaso.org on or before the indicated due date unless otherwise noted. For more information regarding a specific deliverable, please refer to the indicated Supplemental Provider Service Guide reference (as applicable) or by emailing deliverables@nsbhaso.org.

DELIVERABLE	FREQUENCY	DUE DATE	SUPPLEMENTAL PROVIDER SERVICE GUIDE REFERENCE
Exclusion Attestation Monthly Report	Monthly	Last Business Day of each month following the month being reported	Chapter 11
Substance Abuse Block Grant (SABG) Capacity Management Form	Quarterly	15 th of the month following the quarter being reported (1/15, 4/15, 7/15, 10/15)	Not Applicable
Certification of Liability Insurance	Annual	Annually prior to expiration	Not Applicable
Compliance Training Attestation Statement	Annual	Annual notification will be sent by North Sound BH-ASO Compliance Officer with further information	Chapter 11
Ownership and Control Disclosure Form	Annual	Annually on January 31 st , or more frequently when changes occur	Not applicable