



Lori A. Shibanette
Commissioner

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Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

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December 17, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend existing contracts with the Contractors listed in **bold** below to provide community mental health services, including statewide mobile crisis services, with no change to the price limitation of \$52,369,907 and no change to the contract completion dates of June 30, 2022, effective upon Governor and Council approval. This request is contingent upon Governor and Council approval of the corresponding request to amend the Housing Bridge Subsidy contracts with the Contractors listed in **bold** below. 10% Federal Funds. 90% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$4,477,380	\$0	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12 A3: 6/30/21 #21
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$3,001,206	\$0	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21
The Lakes Region Mental Health Center, Inc.	154480-B001	Laconia	\$3,287,814	\$0	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21

Riverbend Community Mental Health, Inc.	177192- R001	Concord	\$4,528,379	\$0	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21
Monadnock Family Services	177510- B005	Keene	\$3,268,983	\$0	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21
The Community Council of Nashua, N.H. DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$9,697,254	\$0	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2017, #15. A2: 12/19/18 #18. A3: 6/19/19, #29 A4: 6/30/21 #21
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$10,767,012	\$0	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$5,782,478	\$0	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21
Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$3,682,987	\$0	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 6/30/21 #21

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$3,876,414	\$0	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29 A3: 6/30/21 #21
		Total:	\$52,369,907	\$0	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2022, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

The Department contracts for Mental Health services with the Community Mental Health Centers (CMHC), which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

The purpose of this request is to remove Supported Housing services from these Mental Health contracts and consolidate them under contracts with CMHCs for Housing Bridge Subsidy Program services, which focus on targeted housing services for individuals with severe mental illness, through a corresponding amendment. By consolidating housing services under one set of contracts, the Department will be able to more effectively monitor Contractor performance programmatically and financially.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide a full array of Mental Health services, including Crisis Response Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

The Department will continue to monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.

- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

Should the Governor and Executive Council not authorize this request, the lack of consolidation of housing services under the Housing Bridge Subsidy contracts may prevent the Department from being able to monitor Contractor performance more accurately and effectively.

Source of Federal Funds: Assistance Listing #93.778, FAIN #05-1505NHBIPP; Assistance Listing #93.150, FAIN #X06SM083717-01; Assistance Listing #93.958, FAIN #B09SM083816 and FAIN #B09SM083987; Assistance Listing #93.243, FAIN #H79SM080245; Assistance Listing #93.959, FAIN #TI083464.

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$645,304	\$0	\$645,304
2021	102-500731	Contracts for program services	92204117	\$748,446	\$0	\$748,446
2022	102-500731	Contracts for program services	92204117	\$1,415,368	\$0	\$1,415,368
		Subtotal		\$3,657,616	\$0	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$377,202	\$0	\$377,202
2022	102-500731	Contracts for program services	92204117	\$1,121,563	\$0	\$1,121,563
		Subtotal		\$2,546,025	\$0	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$617,670	\$0	\$617,670
2022	102-500731	Contracts for program services	92204117	\$1,126,563	\$0	\$1,126,563
		Subtotal		\$2,814,633	\$0	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$1,616,551	\$0	\$1,616,551
		Subtotal		\$2,945,273	\$0	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$427,475	\$0	\$427,475
2022	102-500731	Contracts for program services	92204117	\$999,625	\$0	\$999,625
		Subtotal		\$2,589,870	\$0	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,326,702	\$0	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$2,364,495	\$0	\$2,364,495
		Subtotal		\$7,188,649	\$0	\$7,188,649

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Attachment A
Financial Details

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,842,884	\$0	\$1,842,884
2021	102-500731	Contracts for program services	92204117	\$1,842,884	\$0	\$1,842,884
2022	102-500731	Contracts for program services	92204117	\$2,588,551	\$0	\$2,588,551
		Subtotal		\$9,257,977	\$0	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$845,860	\$0	\$845,860
2022	102-500731	Contracts for program services	92204117	\$1,139,625	\$0	\$1,139,625
		Subtotal		\$4,311,835	\$0	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$417,598	\$0	\$417,598
2022	102-500731	Contracts for program services	92204117	\$1,297,096	\$0	\$1,297,096
		Subtotal		\$2,741,378	\$0	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$688,846	\$0	\$688,846
2022	102-500731	Contracts for program services	92204117	\$999,625	\$0	\$999,625
		Subtotal		\$2,806,899	\$0	\$2,806,899
Total CMH Program Support				\$40,860,155	\$0	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$111,000	\$0	\$111,000
		Subtotal		\$111,000	\$0	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$81,162	\$0	\$81,162
2021	102-500731	Contracts for program services	92224120	\$81,162	\$0	\$81,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$80,000	\$0	\$80,000
		Subtotal		\$287,824	\$0	\$287,824

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
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Attachment A
Financial Details

2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$111,000	\$0	\$111,000
		Subtotal		\$111,000	\$0	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$118,600	\$0	\$118,600
		Subtotal		\$118,600	\$0	\$118,600
Total Mental Health Block Grant				\$628,424	\$0	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000

Attachment A
Financial Details

2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
		Subtotal		\$30,000	\$0	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$10,000	\$0	\$10,000
			Subtotal	\$30,000	\$0	\$30,000
Total Mental Health Data Collection				\$300,000	\$0	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$805,091	\$0	\$805,091
			Subtotal	\$831,091	\$0	\$831,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$402,331	\$0	\$402,331
			Subtotal	\$416,331	\$0	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$408,331	\$0	\$408,331
			Subtotal	\$434,331	\$0	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$1,051,054	\$0	\$1,051,054
			Subtotal	\$1,357,054	\$0	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$341,383	\$0	\$341,383
			Subtotal	\$355,383	\$0	\$355,383

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$1,051,054	\$0	\$1,051,054
			Subtotal	\$1,353,054	\$0	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$853,326	\$0	\$853,326
			Subtotal	\$679,326	\$0	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$805,091	\$0	\$805,091
			Subtotal	\$631,091	\$0	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$408,331	\$0	\$408,331
			Subtotal	\$434,331	\$0	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$467,363	\$0	\$467,363
			Subtotal	\$738,363	\$0	\$738,363
Total System of Care				\$7,030,336	\$0	\$7,030,336

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$5,310	\$0	\$5,310
			Subtotal	\$26,550	\$0	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
		Subtotal		\$8,850	\$0	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
		Subtotal		\$8,850	\$0	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
		Subtotal		\$8,850	\$0	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
		Subtotal		\$8,850	\$0	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
		Subtotal		\$8,850	\$0	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$3,540	\$0	\$3,540
		Subtotal		\$17,700	\$0	\$17,700

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770

Attachment A
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2022	644-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
			<i>Subtotal</i>	\$8,850	\$0	\$8,850

Attachment A
Financial Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	844-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
			Subtotal	\$8,850	\$0	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	844-504195	SGFSER SGF SERVICES	42105876	\$1,770	\$0	\$1,770
			Subtotal	\$8,850	\$0	\$8,850
Total Child - Family Services				\$116,060	\$0	\$116,060

05-85-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
			Subtotal	\$187,202	\$0	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
			Subtotal	\$173,900	\$0	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
			Subtotal	\$212,303	\$0	\$212,303

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
			Subtotal	\$211,417	\$0	\$211,417

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Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
			Subtotal	\$164,702	\$0	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
			Subtotal	\$173,702	\$0	\$173,702
Total PATH GRANT				\$1,123,226	\$0	\$1,123,226

06-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
			Subtotal	\$350,000	\$0	\$350,000
Total BDAS				\$350,000	\$0	\$350,000

06-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
			Subtotal	\$175,000	\$0	\$175,000
Total BEAS				\$175,000	\$0	\$175,000

06-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
			Subtotal	\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

Attachment A
Financial Details

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEATHLH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$816,574	\$0	\$816,574
			Subtotal	\$816,574	\$0	\$816,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$570,592	\$0	\$570,592
			Subtotal	\$570,592	\$0	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$468,428	\$0	\$468,428
			Subtotal	\$468,428	\$0	\$468,428
Total PROHEALTH NH GRANT				\$1,655,694	\$0	\$1,655,694

Amendment Total Price for All Vendors \$52,369,907 \$0 \$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #4**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Northern Human Services ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019 (Item #29), and February 19, 2020 (Item #12), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #3, Scope of Services, by deleting all text in Section 13, Supported Housing, and replacing it to read:

13. Reserved

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/23/2021

Date

DocuSigned by:

Katja S. Fox

ED9005001003112

Name: Katja S. Fox

Title: Director

Northern Human Services

DocuSigned by:

Suzanne Gaetjens-Oleson

C48E4028E9814B1

Name: Suzanne Gaetjens-Oleson

Title: Chief Executive Officer


The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/23/2021

Date

DocuSigned by:



Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

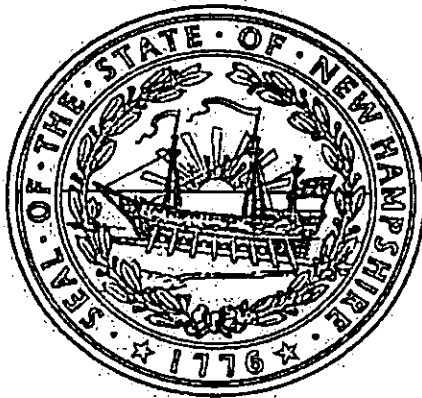
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that NORTHERN HUMAN SERVICES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 03, 1971. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 62362

Certificate Number : 0005348730



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 5th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Madelene Costello, hereby certify that:

(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Northern Human Services.
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 3, 2021, at which a quorum of the Directors/shareholders were present and voting.
(Date)


VOTED: That Suzanne Gaetiens-Oleson, CEO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Northern Human Services to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority **remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 12/7/21



Signature of Elected Officer
Name: Madelene Costello
Title: President

NORTHUM

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/01/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC 3 Executive Park Drive, Suite 300 Bedford, NH 03110 855 874-0123	CONTACT NAME: Christine.skehan PHONE (A/C, No, Ext): 855 874-0123 FAX (A/C, No): E-MAIL ADDRESS: Christine.skehan@usi.com INSURER(S) AFFORDING COVERAGE INSURER A : Philadelphia Insurance Company NAIC # 32204 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED Northern Human Services, Inc. 87 Washington Street Conway, NH 03818-6044	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		PHPK2255726	03/31/2021	03/31/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMPIOP AGG \$3,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK2255722	03/31/2021	03/31/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000		PHUB761993	03/31/2021	03/31/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Profession Liab		PHPK2255726	03/31/2021	03/31/2022	\$1,000,000/\$3,000,000
A	Physician Prof		PHPK2255726	03/31/2021	03/31/2022	\$1,000,000/\$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

CANCELLATION

State of NH Department of Health
 and Human Services (DHHS)
 129 Pleasant St
 Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

See Note

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/05/2021

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PRODUCER USI Insurance Services LLC 3 Executive Park Drive, Suite 300 Bedford, NH 03110 855 874-0123	CONTACT NAME: Christine.Skehan PHONE (A/C, No, Ext): 855 874-0123 FAX (A/C, No): E-MAIL ADDRESS: Christine.Skehan@usi.com																					
INSURED Northern Human Services, Inc. 87 Washington Street Conway, NH 03818-6044	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr> <tr> <td>INSURER A :</td><td>Philadelphia Insurance Company</td><td>32204</td></tr> <tr> <td>INSURER B :</td><td>NH Employers Insurance Company</td><td>13083</td></tr> <tr> <td>INSURER C :</td><td></td><td></td></tr> <tr> <td>INSURER D :</td><td></td><td></td></tr> <tr> <td>INSURER E :</td><td></td><td></td></tr> <tr> <td>INSURER F :</td><td></td><td></td></tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Philadelphia Insurance Company	32204	INSURER B :	NH Employers Insurance Company	13083	INSURER C :			INSURER D :			INSURER E :			INSURER F :		
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COVERAGES

CERTIFICATE NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000			PHUB761993	03/31/2021	03/31/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 follow form \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	ECC60040004322021A	09/30/2021	09/30/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence

CERTIFICATE HOLDER

CANCELLATION

NH DHHS
 Bureau of Behavioral Health
 105 Pleasant Street
 Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

See Note

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/05/2021

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PRODUCER USI Insurance Services LLC 3 Executive Park Drive, Suite 300 Bedford, NH 03110 855 874-0123		CONTACT NAME: Christine Skehan PHONE (A/C, No, Ext): 855 874-0123 E-MAIL ADDRESS: Christine.Skehan@usi.com FAX (A/C, No):	
INSURED Northern Human Services, Inc. 87 Washington Street Conway, NH 03818-6044		INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance Company INSURER B: NH Employers Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 32204 13083	

COVERAGES

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INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
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A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$10000	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	PHUB761993	03/31/2021	03/31/2022	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 follow form \$
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire
 Bureau of Behavioral Health
 105 Pleasant Street
 Concord, NH 03301

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AUTHORIZED REPRESENTATIVE

See Note

Statement of Mission

“To assist and advocate for people affected by mental illness, developmental disabilities and related disorders in living meaningful lives.”

Statement of Vision

Everyone who truly needs our services can receive them, as we strive to meet ever-changing needs through advocacy, innovation, collaboration and skill.

Financial Statements

NORTHERN HUMAN SERVICES, INC.

**FOR THE YEARS ENDED JUNE 30, 2020 AND 2019
AND
INDEPENDENT AUDITORS' REPORT**

*Leone,
McDonnell
& Roberts*
PROFESSIONAL ASSOCIATION

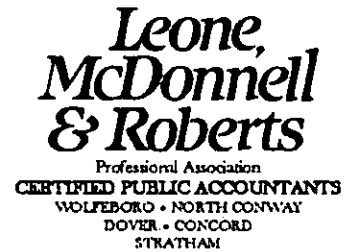
CERTIFIED PUBLIC ACCOUNTANTS

NORTHERN HUMAN SERVICES, INC.

JUNE 30, 2020 AND 2019

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To the Board of Directors of
Northern Human Services, Inc.
Conway, New Hampshire

INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of Northern Human Services, Inc. (a New Hampshire nonprofit organization), which comprise the statements of financial position as of June 30, 2020 and 2019, and the related statements of cash flows, and notes to the financial statements for the years then ended, and the related statements of activities and functional expenses for the year ended June 30, 2020.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Northern Human Services, Inc. as of June 30, 2020 and 2019, and its cash flows for the years then ended, and the changes in its net assets for the year ended June 30, 2020 in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Northern Human Services, Inc.'s June 30, 2019 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 22, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of functional revenues and expenses on pages 26 – 34 and schedule of expenditures of federal awards on page 35, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 20, 2021, on our consideration of Northern Human Services, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Northern Human Services, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Northern Human Services, Inc.'s internal control over financial reporting and compliance.

Leon, McDonnell & Roberts
Professional Association

January 20, 2021
North Conway, New Hampshire

NORTHERN HUMAN SERVICES, INC.**STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2020 AND 2019****ASSETS**

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and cash equivalents, undesignated	\$ 13,898,376	\$ 11,282,632
Cash and cash equivalents, board designated	318,202	318,202
Accounts receivable, less allowance of \$311,000 and \$328,000 for 2020 and 2019, respectively	2,431,296	1,965,991
Grants receivable	515,878	227,519
Assets, limited use	724,596	501,911
Prepaid expenses and deposits	<u>193,859</u>	<u>295,077</u>
Total current assets	<u>18,082,207</u>	<u>14,591,332</u>
PROPERTY AND EQUIPMENT, NET	<u>261,407</u>	<u>364,455</u>
OTHER ASSETS		
Investments	2,064,316	1,966,886
Cash value of life insurance	<u>452,278</u>	<u>432,585</u>
Total other assets	<u>2,516,594</u>	<u>2,399,471</u>
Total assets	<u>\$ 20,860,208</u>	<u>\$ 17,355,258</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$ 1,589,607	\$ 490,183
Accrued payroll and related liabilities	1,522,001	1,506,716
Compensated absences payable	794,893	743,136
Other grants payable	187,352	112,182
Refundable advances	132,500	197,017
Deferred revenue	101,857	431,341
Refundable advances, maintenance of effort	339,562	391,458
Client funds held in trust	397,289	169,364
Due to related party	<u>58,112</u>	<u>48,423</u>
Total liabilities	<u>5,123,173</u>	<u>4,089,820</u>
NET ASSETS		
Net assets without donor restrictions		
Undesignated	15,162,607	12,691,772
Board designated	<u>318,202</u>	<u>318,202</u>
Total net assets without donor restrictions	15,480,809	13,009,974
Net assets with donor restrictions	<u>256,226</u>	<u>255,464</u>
Total net assets	<u>15,737,035</u>	<u>13,265,438</u>
Total liabilities and net assets	<u>\$ 20,860,208</u>	<u>\$ 17,355,258</u>

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2020 Total</u>	<u>2019 Summarized</u>
PUBLIC SUPPORT				
State and federal grants	\$ 2,169,389	\$ -	\$ 2,169,389	\$ 1,131,728
Other public support	591,205	-	591,205	603,307
Local and county support	405,607	-	405,607	442,733
Donations	22,671	-	22,671	26,990
Total public support	<u>3,188,872</u>	<u>-</u>	<u>3,188,872</u>	<u>2,204,758</u>
REVENUES				
Program service fees	41,907,391	-	41,907,391	38,997,170
Production income	327,416	-	327,416	456,617
Other revenues	266,938	-	266,938	382,737
Total revenues	<u>42,501,745</u>	<u>-</u>	<u>42,501,745</u>	<u>39,836,524</u>
Total public support and revenues	<u>45,690,617</u>	<u>-</u>	<u>45,690,617</u>	<u>42,041,282</u>
EXPENSES				
Program Services:				
Mental health	11,370,057	-	11,370,057	11,010,994
Developmental services	25,774,536	-	25,774,536	24,129,392
Total program services	37,144,593	-	37,144,593	35,140,386
General management	6,283,048	-	6,283,048	5,128,004
Total expenses	<u>43,427,641</u>	<u>-</u>	<u>43,427,641</u>	<u>40,268,390</u>
EXCESS OF PUBLIC SUPPORT AND REVENUES OVER EXPENSES	<u>2,262,976</u>	<u>-</u>	<u>2,262,976</u>	<u>1,772,892</u>
NON-OPERATING INCOME				
Investment return	113,984	-	113,984	93,900
Gain on sale of property	3,500	-	3,500	-
Change in cash value of life insurance	19,693	-	19,693	18,808
Interest income	69,233	2,211	71,444	92,269
Net assets released from restrictions	1,449	(1,449)	-	-
Total non-operating income	<u>207,859</u>	<u>762</u>	<u>208,621</u>	<u>204,977</u>
Change in net assets	2,470,835	762	2,471,597	1,977,869
NET ASSETS, BEGINNING OF YEAR	<u>13,009,974</u>	<u>255,464</u>	<u>13,265,438</u>	<u>11,287,569</u>
NET ASSETS, END OF YEAR	<u>\$ 15,480,809</u>	<u>\$ 256,226</u>	<u>\$ 15,737,035</u>	<u>\$ 13,265,438</u>

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.**STATEMENTS OF CASH FLOWS**
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 2,471,597	\$ 1,977,869
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	181,884	203,721
Unrealized (gain) loss on investments	(9,790)	30,002
Realized gain on investments	(57,410)	(81,524)
Gain on sale of property	(3,500)	-
Change in cash value of life insurance	(6,288)	(6,129)
(Increase) decrease in assets:		
Accounts receivable	(465,305)	(534,267)
Grants receivable	(288,359)	(123,775)
Assets, limited use	(222,685)	118,040
Prepaid expenses and deposits	101,218	(814)
Increase (decrease) in liabilities:		
Accounts payable and accrued expenses	1,099,424	119,731
Accrued payroll and related liabilities	15,285	(204,854)
Compensated absences payable	51,757	39,110
Other grants payable	75,170	42,381
Refundable advances	(64,517)	(140,909)
Deferred revenue	(329,484)	315,656
Refundable advances, maintenance of effort	(51,896)	(580,064)
Client funds held in trust	227,925	(125,503)
Due to related party	9,689	3,734
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>2,734,715</u>	<u>1,052,405</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property	(83,336)	(40,833)
Proceeds from sale of property	8,000	-
Purchases of investments	(302,115)	(449,908)
Proceeds from sales of investments	318,669	457,019
Reinvested dividends	(46,784)	(42,378)
Change in cash value of life insurance	(13,405)	(12,679)
NET CASH USED IN INVESTING ACTIVITIES	<u>(118,971)</u>	<u>(88,779)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	2,615,744	963,626
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>11,600,834</u>	<u>10,637,208</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 14,216,578</u>	<u>\$ 11,600,834</u>

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
TOTALS FOR ALL PROGRAMS****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Mental Health</u>	<u>Developmental Services</u>	<u>Subtotals</u>	<u>General Management</u>	<u>2020 Total</u>	<u>2019 Summarized</u>
EXPENSES						
Salaries and wages	\$ 7,256,309	\$ 7,288,247	\$ 14,544,556	\$ 3,803,080	\$ 18,347,636	\$ 18,504,225
Employee benefits	1,443,451	2,006,173	3,449,624	862,879	4,312,503	4,031,156
Payroll taxes	511,611	505,954	1,017,565	242,248	1,259,813	1,297,577
Client wages	108,499	98,994	207,493	-	207,493	266,295
Professional fees	206,342	13,952,776	14,159,118	770,902	14,930,020	11,428,062
Staff development and training	19,191	19,969	39,160	5,295	44,455	69,802
Occupancy costs	604,577	510,258	1,114,835	183,890	1,298,725	1,306,350
Consumable supplies	196,136	206,721	402,857	59,328	462,185	515,745
Equipment expenses	105,910	141,286	247,196	45,942	293,138	302,932
Communications	131,115	118,675	249,790	47,935	297,725	283,129
Travel and transportation	189,477	646,801	836,278	30,874	867,152	1,100,741
Assistance to individuals	1,961	77,038	78,999	140	79,139	113,138
Insurance	51,989	73,139	125,128	27,835	152,963	150,487
Membership dues	24,205	16,785	40,990	87,476	128,466	127,194
Bad debt expense	508,139	108,562	616,701	-	616,701	750,495
Other expenses	11,145	3,158	14,303	115,224	129,527	21,062
Total expenses	\$ 11,370,057	\$ 25,774,536	\$ 37,144,593	\$ 6,283,048	\$ 43,427,641	\$ 40,268,390

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	Non-Specialized <u>Outpatient</u>	State Eligible Adult <u>Outpatient</u>	Outpatient <u>Contracts</u>	Children and <u>Adolescents</u>
EXPENSES				
Salaries and wages	\$ 305,785	\$ 895,118	\$ 277,034	\$ 845,154
Employee benefits	51,579	117,088	55,526	146,560
Payroll taxes	21,592	60,436	19,730	59,273
Client wages	-	-	-	-
Professional fees	15,807	21,234	7,117	32,118
Staff development and training	885	6,337	728	3,136
Occupancy costs	30,785	56,343	19,900	44,634
Consumable supplies	15,456	11,165	3,185	10,122
Equipment expenses	8,260	9,410	3,201	7,617
Communications	22,116	19,573	2,874	9,403
Travel and transportation	48	1,588	4,351	23,661
Assistance to individuals	57	70	-	375
Insurance	3,556	7,493	2,719	6,053
Membership dues	2,277	4,753	1,350	4,675
Bad debt expense	10,441	67,115	301	24,825
Other expenses	<u>64</u>	<u>130</u>	<u>646</u>	<u>187</u>
Total expenses	<u>\$ 488,708</u>	<u>\$ 1,277,853</u>	<u>\$ 398,662</u>	<u>\$ 1,217,793</u>

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See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Emergency Services</u>	<u>Other Non-BBH</u>	<u>Integrated Health Grant</u>	<u>Bureau of Drug & Alcohol Services</u>
EXPENSES				
Salaries and wages	\$ 505,435	\$ 283,877	\$ 28,654	\$ 134,646
Employee benefits	93,382	67,793	4,005	25,594
Payroll taxes	34,701	19,752	2,206	9,531
Client wages	-	-	-	-
Professional fees	11,933	9,757	11,273	1,282
Staff development and training	778	2,067	-	761
Occupancy costs	29,465	13,355	32,920	4,227
Consumable supplies	5,302	3,872	16,827	635
Equipment expenses	7,086	2,270	320	636
Communications	24,475	2,340	-	639
Travel and transportation	1,145	7,452	239	491
Assistance to individuals	47	6	-	-
Insurance	4,062	1,675	-	569
Membership dues	1,270	567	-	884
Bad debt expense	29,523	1,242	-	4,566
Other expenses	52	40	-	7
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total expenses	\$ 748,656	\$ 416,065	\$ 96,444	\$ 184,468

See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Drug Court</u>	<u>Vocational Services</u>	<u>Restorative Partial Hospital</u>	<u>Case Management</u>
EXPENSES				
Salaries and wages	\$ 249,297	\$ 144,044	\$ 50,325	\$ 801,809
Employee benefits	43,679	33,545	13,087	163,766
Payroll taxes	17,304	14,036	3,796	57,497
Client wages	-	49,568	-	-
Professional fees	3,125	3,251	902	20,513
Staff development and training	696	108	8	578
Occupancy costs	-	12,105	2,288	44,080
Consumable supplies	2,532	3,870	19,248	11,920
Equipment expenses	6,233	2,020	622	9,417
Communications	2,911	1,827	239	8,461
Travel and transportation	5,482	10,523	-	41,138
Assistance to individuals	-	-	-	63
Insurance	-	1,312	474	6,908
Membership dues	-	419	148	2,263
Bad debt expense	1,598	1,772	4,400	151,290
Other expenses	<u>8,859</u>	<u>580</u>	<u>7</u>	<u>171</u>
Total expenses	<u>\$ 341,716</u>	<u>\$ 278,980</u>	<u>\$ 95,544</u>	<u>\$ 1,319,874</u>

See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Supportive Living</u>	<u>Community Residences</u>	<u>Bridge Grant</u>	<u>Victims of Crime Act Program</u>
EXPENSES				
Salaries and wages	\$ 641,565	\$ 749,341	\$ 36,098	\$ 377,776
Employee benefits	173,092	200,077	6,857	68,157
Payroll taxes	45,567	52,339	2,599	24,593
Client wages	-	-	-	-
Professional fees	15,281	5,383	570	8,559
Staff development and training	463	61	221	1,480
Occupancy costs	39,828	43,829	117,842	22,749
Consumable supplies	12,497	27,012	1,075	4,227
Equipment expenses	7,698	10,894	131	3,878
Communications	6,425	11,231	-	3,524
Travel and transportation	41,185	4,565	1,991	6,297
Assistance to individuals	684	624	-	21
Insurance	6,671	2,134	-	3,114
Membership dues	2,123	645	-	972
Bad debt expense	52,421	13,832	-	8,403
Other expenses	164	91	-	39
Total expenses	<u>\$ 1,045,664</u>	<u>\$ 1,122,058</u>	<u>\$ 167,384</u>	<u>\$ 533,789</u>

See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>ACT</u>	<u>Other</u>	<u>Total</u>	<u>2019</u>
	<u>Team</u>	<u>Mental Health</u>	<u>Mental Health</u>	<u>Summarized</u>
EXPENSES		<u>Programs</u>	<u>Programs</u>	
Salaries and wages	\$ 877,567	\$ 52,784	\$ 7,256,309	\$ 6,877,783
Employee benefits	169,573	10,091	1,443,451	1,347,375
Payroll taxes	58,250	8,409	511,611	485,191
Client wages	-	58,931	108,499	126,389
Professional fees	37,016	1,221	206,342	232,781
Staff development and training	843	41	19,191	25,417
Occupancy costs	66,852	23,375	604,577	534,882
Consumable supplies	8,038	39,153	196,136	210,246
Equipment expenses	6,331	19,886	105,910	108,075
Communications	7,288	7,789	131,115	124,747
Travel and transportation	35,310	4,011	189,477	248,647
Assistance to individuals	14	-	1,961	3,676
Insurance	4,964	285	51,989	53,176
Membership dues	1,771	88	24,205	27,022
Bad debt expense	135,984	426	508,139	604,579
Other expenses	47	61	11,145	1,008
Total expenses	<u>\$ 1,409,848</u>	<u>\$ 226,551</u>	<u>\$ 11,370,057</u>	<u>\$ 11,010,994</u>

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Service</u>	<u>School</u>		<u>Early</u>	<u>Independent</u>
	<u>Coordination</u>	<u>District</u>	<u>Day</u>	<u>Supports</u>	<u>Living</u>
		<u>Contracts</u>	<u>Programs</u>	<u>& Services</u>	<u>Services</u>
EXPENSES					
Salaries and wages	\$ 611,199	\$ 62,146	\$ 2,706,030	\$ 474,436	\$ 86,624
Employee benefits	173,293	10,827	910,093	85,514	19,059
Payroll taxes	41,854	4,497	194,832	34,127	6,481
Client wages	-	-	87,760	-	-
Professional fees	188,830	257	151,700	162,415	17,303
Staff development and training	862	20	3,463	3,459	167
Occupancy costs	47,971	1,916	244,066	10,098	4,459
Consumable supplies	12,294	574	56,198	7,432	865
Equipment expenses	6,925	465	87,752	3,955	1,160
Communications	4,605	230	40,746	18,682	721
Travel and transportation	17,314	1,399	431,982	74,034	2,204
Assistance to individuals	1	-	25,799	45	-
Insurance	5,769	458	31,646	4,378	1,090
Membership dues	16	4	11,587	97	3
Bad debt expense	-	-	4,203	93,990	7,099
Other expenses	396	6	1,960	55	30
Total expenses	<u>\$ 1,111,329</u>	<u>\$ 82,799</u>	<u>\$ 4,989,817</u>	<u>\$ 972,717</u>	<u>\$ 147,265</u>

See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Family Residence</u>	<u>Combined Day/ Residential Vendor</u>	<u>Individual Supported Living</u>	<u>Consolidated Services</u>	<u>Combined Day/ Residential Services</u>
EXPENSES					
Salaries and wages	\$ 1,897,667	\$ -	\$ 227,899	\$ 834,567	\$ 15,082
Employee benefits	502,042	-	64,731	155,677	4,309
Payroll taxes	135,041	-	16,066	45,411	1,060
Client wages	11,155	-	79	-	-
Professional fees	3,428,066	1,773,295	21,881	1,331,284	1,576,834
Staff development and training	8,694	-	387	1,547	58
Occupancy costs	132,775	-	41,130	3,903	1,613
Consumable supplies	93,846	-	10,528	4,241	10,707
Equipment expenses	28,300	-	2,007	7,043	358
Communications	27,319	-	4,476	16,664	175
Travel and transportation	50,755	-	4,903	54,024	-
Assistance to individuals	461	-	1,093	25,940	515
Insurance	16,029	-	2,292	7,540	316
Membership dues	91	-	3	4,176	-
Bad debt expense	3,270	-	-	-	-
Other expenses	536	-	29	96	4
Total expenses	\$ 6,336,047	\$ 1,773,295	\$ 397,504	\$ 2,492,113	\$ 1,611,031

See Notes to Financial Statements

Continued

NORTHERN HUMAN SERVICES, INC.**STATEMENT OF FUNCTIONAL EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	Acquired Brain <u>Disorder</u>	Other Developmental Services <u>Programs</u>	Total Developmental Services <u>Programs</u>	2019 <u>Summarized</u>
EXPENSES				
Salaries and wages	\$ 18,056	\$ 354,541	\$ 7,288,247	\$ 8,271,846
Employee benefits	10,260	70,368	2,006,173	1,938,195
Payroll taxes	1,186	25,399	505,954	586,023
Client wages	-	-	98,994	139,906
Professional fees	130,609	5,170,302	13,952,776	10,927,612
Staff development and training	51	1,261	19,969	20,925
Occupancy costs	1,111	21,216	510,258	570,870
Consumable supplies	323	9,713	206,721	240,950
Equipment expenses	300	3,021	141,286	159,725
Communications	173	4,884	118,675	116,259
Travel and transportation	899	9,287	646,801	809,689
Assistance to individuals	-	23,184	77,038	108,288
Insurance	269	3,352	73,139	72,670
Membership dues	-	808	16,785	18,036
Bad debt expense	-	-	108,562	145,916
Other expenses	3	43	3,158	2,482
Total expenses	<u>\$ 163,240</u>	<u>\$ 5,697,379</u>	<u>\$ 25,774,536</u>	<u>\$ 24,129,392</u>

See Notes to Financial Statements

NORTHERN HUMAN SERVICES, INC.

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General

Northern Human Services, Inc. (the Organization), is a New Hampshire nonprofit corporation, and was created to develop and provide a comprehensive program of mental health, developmental disabilities, and rehabilitative care to the residents of Northern New Hampshire.

Basis of Accounting

The financial statements of Northern Human Services, Inc. have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities.

Basis of Presentation

The Organization is required to report information regarding its financial position and activities according to the following net asset classifications. The classes of net assets are determined by the presence or absence of donor restrictions.

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

As of June 30, 2020 and 2019, the Organization had net assets with donor restrictions and net assets without donor restrictions.

Accounting Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Contributions

All contributions are considered to be available for use without donor restrictions unless specifically restricted by the donor. Amounts received that are restricted by the donor for future periods or for specific purposes are reported as support with donor restrictions, depending on the nature of the restrictions. However, if a restriction is fulfilled in the same period in which the contribution is received, the Organization reports the support as without donor restrictions.

Cash Equivalents

The Organization considers all highly liquid financial instruments with original maturities of three months or less to be cash equivalents.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to activities and a credit to a valuation allowance based on historical account write-off patterns by the payor, adjusted as necessary to reflect current conditions. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. The Organization has no policy for charging interest on overdue accounts nor are its accounts receivable pledged as collateral.

It is the policy of the Organization to provide services to all eligible residents of Northern New Hampshire without regard to ability to pay. As a result of this policy, all charity care write-offs are recorded as reductions of revenue in the period in which services are provided. The accounts receivable allowance includes the estimated amount of charity care and contractual allowances included in the accounts receivable balances. The computation of the contractual allowance is based on historical ratios of fees charged to amounts collected.

Property and Depreciation

Property and equipment are recorded at cost or, if contributed, at estimated fair value at the date of contribution. Material assets with a useful life in excess of one year are capitalized. Depreciation is provided for using the straight-line method in amounts designed to amortize the cost of the assets over their estimated useful lives as follows:

Vehicles	5 – 10 years
Equipment	3 – 10 years

Costs for repairs and maintenance are expensed when incurred and betterments are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related accumulated depreciation, and any gain or loss is recognized.

Investments

Investments consist of mutual funds and interest-bearing investments and are stated at fair value on the statements of financial position based on quoted market prices. The Organization's investments are subject to various risks, such as interest rate, credit and overall market volatility, which may substantially impact the fair value of such investments at any given time.

Accrued Earned Time

The Organization has accrued a liability for future compensated absences that its employees have earned and which is vested with the employees.

Refundable Advances

Grants received in advance are recorded as refundable advances and recognized as revenue in the period in which the related services are provided or costs are incurred.

Program Service Fee Revenue

The Organization has agreements with third-party payors that provide for payments to the Organization at amounts different from its established rates. Payment arrangements include reimbursed costs, discounted charges, and per diem payments. Program service fee revenue is reported at the estimated net realizable amounts from clients, third-party payors, and others for services rendered, including estimated retroactive adjustments under reimbursement agreements with the third-party payors. Retroactive adjustments are accrued on an estimated basis in the period the related services are rendered and adjusted in future periods as final settlements are determined.

Advertising

The Organization expenses advertising costs as incurred.

Summarized Financial Information

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Natural expenses are defined by their nature, such as salaries, rent, supplies, etc. Functional expenses are classified by the type of activity for which expenses are incurred, such as management and general and direct program costs. Expenses are allocated by function using a reasonable and consistent approach that is primarily based on function and use. The costs of providing certain program and supporting services have been directly charged.

Income Taxes

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an organization that is not a private foundation.

FASB ASC 740, Accounting for Income Taxes, establishes the minimum threshold for recognizing, and a system for measuring, the benefits of tax return positions in financial statements, and is effective for Northern Human Services' current year. Management has analyzed Northern Human Services' tax positions taken on its information returns for all open tax years (tax years ending June 30, 2018 – 2020), and has concluded that no additional provision for income tax is required in Northern Human Services' financial statements.

New Accounting Pronouncement

During the year, the Organization adopted the provisions of FASB ASU 2018-08, Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made (Topic 958). This accounting standard is meant to help not-for-profit entities evaluate whether transactions should be accounted for as contributions or as exchange transactions and, if the transaction is identified as a contribution, whether it is conditional or unconditional. ASU 2018-08 clarifies how an organization determines whether a resource provider is receiving commensurate value in return for a grant. If the resource provider does receive commensurate value from the grant recipient, the transaction is an exchange transaction and would follow the guidance under ASU 2014-09 (FASB ASC Topic 606). If no commensurate value is received by the grant maker, the transfer is a contribution. ASU 2018-08 stresses that the value received by the general public as a result of the grant is not considered to be commensurate value received by the provider of the grant. Results for reporting the year ending June 30, 2020 are presented under FASB ASU 2018-08. The comparative information has not been restated and continues to be reported under the accounting standards in effect in those reporting periods. There was no material impact to the financial statements as a result of adoption. Accordingly, no adjustment to opening net assets was recorded.

2. AVAILABILITY AND LIQUIDITY

The following represents the Organization's financial assets as of June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Financial assets at year end:		
Cash and cash equivalents	\$ 14,243,428	\$ 11,600,834
Accounts receivable, net	2,431,296	1,965,991
Grants receivable	515,878	227,519
Assets, limited use	697,746	501,911
Investments	2,064,316	1,966,886
Cash value of life insurance	<u>452,278</u>	<u>432,585</u>
Total financial assets	20,404,942	16,695,726
Less amounts not available to be used within one year:		
Cash and cash equivalents, board designated	318,202	318,202
Client funds held in trust	397,289	169,364
Net assets with donor restrictions	<u>256,226</u>	<u>255,464</u>
Total amounts not available within one year	<u>971,717</u>	<u>743,030</u>
Financial assets available to meet general expenditures over the next twelve months	<u>\$ 19,433,225</u>	<u>\$ 15,952,696</u>

The Organization's goal is generally to maintain financial assets to meet 120 days of operating expenses (approximately \$14,100,000).

3. ASSETS, LIMITED USE

As of June 30, 2020 and 2019, assets, limited use consisted of the following:

	<u>2020</u>	<u>2019</u>
Donor restricted cash	\$ 256,226	\$ 255,464
Client funds held in trust	370,403	170,366
Employee benefits	<u>71,117</u>	<u>76,081</u>
Total assets, limited use	<u>\$ 697,746</u>	<u>\$ 501,911</u>

4. PROPERTY AND DEPRECIATION

As of June 30, 2020 and 2019, property and equipment consisted of the following:

	<u>2020</u>	<u>2019</u>
Vehicles	\$ 633,548	\$ 647,048
Equipment	<u>2,779,836</u>	<u>2,696,501</u>
Total property and equipment	3,413,384	3,343,549
Less accumulated depreciation	<u>3,151,977</u>	<u>2,979,094</u>
Property and equipment, net	<u>\$ 261,407</u>	<u>\$ 364,455</u>

Depreciation expense totaled \$181,884 and \$203,721 for the years ended June 30, 2020 and 2019, respectively.

5. INVESTMENTS

The Organization's investments are presented in the financial statements in the aggregate at fair value and consisted of the following as of June 30, 2020 and 2019:

	<u>2020</u>		<u>2019</u>	
	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>
Money Market Funds	\$ 51,642	\$ 51,642	\$ 19,601	\$ 19,601
Mutual Funds:				
Domestic equity funds	721,852	649,349	690,460	599,516
International equity funds	305,407	298,585	302,374	289,349
Fixed income funds	949,227	900,785	901,146	882,426
Other mutual funds	<u>36,188</u>	<u>39,192</u>	<u>53,305</u>	<u>58,506</u>
Total	<u>\$ 2,064,316</u>	<u>\$ 1,939,553</u>	<u>\$ 1,966,886</u>	<u>\$ 1,849,398</u>

Investments in common stock and U.S. government securities are valued at the closing price reported in the active market in which the securities are traded. Management considers all investments to be long term in nature.

	<u>2020</u>	<u>2019</u>
<u>Components of Investment Return:</u>		
Interest and dividends	\$ 46,784	\$ 42,378
Unrealized gains (losses) on investments	9,790	(30,002)
Realized gains on investments	<u>57,410</u>	<u>81,524</u>
	<u>\$ 113,984</u>	<u>\$ 93,900</u>

Investment management fees for the years ended June 30, 2020 and 2019 were \$15,350 and \$14,064, respectively, and were netted with investment return.

6. FAIR VALUE MEASUREMENTS

FASB ASC Topic No. 820-10 provides a definition of fair value which focuses on an exit price rather than an entry price, establishes a framework in generally accepted accounting principles for measuring fair value which emphasizes that fair value is a market-based measurement, not an entity-specific measurement, and requires expanded disclosures about fair value measurements. In accordance with *FASB ASC 820-10*, the Organization may use valuation techniques consistent with market, income and cost approaches to measure fair value. As a basis for considering market participant assumptions in fair value measurements, *ASC Topic 820* establishes a fair value hierarchy, which prioritizes the inputs used in measuring fair values. The hierarchy gives the highest priority to Level 1 measurements and the lowest priority to Level 3 measurements. The three levels of the fair value hierarchy under *ASC Topic 820* are described as follows:

Level 1 - Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date.

Level 2 - Inputs to the valuation methodology are other than quoted market prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies.

Level 3 - Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability including assumptions regarding risk.

The Organization's financial instruments consist of cash, short-term receivables and payables, and refundable advances. The carrying value for all such instruments, considering the terms, approximates fair value at June 30, 2020 and 2019.

The following is a description of the valuation methodologies used for assets at fair value. There have been no changes in the methodologies used at June 30, 2020 and 2019.

Mutual Funds: All actively traded mutual funds are valued at the daily closing price as reported by the fund. These funds are required to publish their daily net asset value (NAV) and to transact at that price. All mutual funds held by the Organization are open-end mutual funds that are registered with the Securities and Exchange Commission.

Life Insurance: The surrender value of life insurance is valued at the cash value guaranteed to the policyowner upon cancellation of the life insurance policy. The surrender value is the value of investments less any surrender charges.

The table below segregates all financial assets and liabilities as of June 30, 2020 and 2019 that are measured at fair value on a recurring basis (at least annually) into the most appropriate level within the fair value hierarchy based on the inputs used to determine the fair value at the measurement date:

	<u>2020</u>			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Money Market Funds	\$ 51,642	\$ -	\$ -	\$ 51,642
Mutual Funds				
Domestic equity funds	721,852	-	-	721,852
International equity funds	305,407	-	-	305,407
Fixed income funds	949,227	-	-	949,227
Other funds	36,188	-	-	36,188
Cash Value of Life Insurance	<u>-</u>	<u>452,278</u>	<u>-</u>	<u>452,278</u>
Total investments at fair value	<u>\$ 2,064,316</u>	<u>\$ 452,278</u>	<u>\$ -</u>	<u>\$ 2,516,594</u>

2019

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Money Market Funds	\$ 19,601	\$ -	\$ -	\$ 19,601
Mutual Funds				
Domestic equity funds	690,460	-	-	690,460
International equity funds	302,374	-	-	302,374
Fixed income funds	901,146	-	-	901,146
Other funds	53,305	-	-	53,305
Cash Value of Life Insurance	-	432,585	-	432,585
Total investments at fair value	<u>\$ 1,966,886</u>	<u>\$ 432,585</u>	<u>\$ -</u>	<u>\$ 2,399,471</u>

7. RETIREMENT PLAN

The Organization maintains a retirement plan for all eligible employees. Under the plan employees can make voluntary contributions to the plan of up to 100% of pretax or after tax annual compensation up to the maximum annual limit provided by the Internal Revenue Service. All employees who work one thousand hours per year are eligible to participate after one year of employment, as defined by the plan. During the year ended June 30, 2015, the Organization implemented a 2% discretionary contribution allocated each pay period. During the year ended June 30, 2020, the Organization increased the discretionary contribution from 2% to 3%. Contributions by the organization totaled \$422,993 and \$276,510 for the years ended June 30, 2020 and 2019, respectively.

8. CONCENTRATION OF CREDIT RISK

The Organization maintains cash balances that, at times, may exceed federally insured limits. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 for the years ended June 30, 2020 and 2019. At June 30, 2020 and 2019, cash balances in excess of FDIC coverage aggregated \$14,030,868 and \$11,239,183, respectively. In addition to FDIC coverage, the Organization maintains a tri-party collateralization agreement with its primary financial institution and a trustee. The trustee maintains mortgage-backed collateralization of 102% of the Organization's deposits at its financial institution. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant risk with respect to these accounts.

9. CONCENTRATION OF RISK

For the years ended June 30, 2020 and 2019, approximately 87% of the total revenue was derived from Medicaid. The future existence of the Organization is dependent upon continued support from Medicaid.

In order for the Organization to receive Medicaid funding, they must be formally approved by the State of New Hampshire, Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health, and Bureau of Developmental Services as the provider of services for individuals with mental health illnesses and developmentally disabled individuals, for that region. During the year ended June 30, 2017, the Organization was reapproved as a provider of mental health services with the Bureau of Behavioral Health through August 2021.

Medicaid receivables comprise approximately 87% and 75% of the total accounts receivable balances at June 30, 2020 and 2019, respectively.

10. **LEASE COMMITMENTS**

The Organization has entered into various operating lease agreements to rent certain facilities and office equipment. The terms of these leases range from one to five years. Rent expense under these agreements aggregated \$1,030,701 and \$901,993 for the years ended June 30, 2020 and 2019, respectively.

The approximate future minimum lease payments on the above leases as of June 30, 2020 is as follows:

<u>Year Ending June 30</u>	<u>Amount</u>
2021	\$ 941,622
2022	<u>38,973</u>
Total	<u>\$ 980,595</u>

See Note 11 for information regarding lease agreements with a related party.

11. **RELATED PARTY TRANSACTIONS**

The Organization is related to the nonprofit corporation Shallow River Properties, Inc. (Shallow River) as a result of common board membership. Shallow River was incorporated under the laws of the State of New Hampshire on September 13, 1988, for the purpose of owning, maintaining, managing, selling, and leasing real property associated with the provision of residential, treatment, and administrative services for the clients and staff of the Organization.

The Organization has transactions with Shallow River during its normal course of operations. The significant related party transactions are as follows:

Due to/from Related Party

At June 30, 2020 and 2019, the Organization had a due to Shallow River balance in the amount of \$58,112 and \$48,423, respectively.

Rental Expense

The Organization leases various properties, including office space, and properties occupied by the Organization's clients from Shallow River under the terms of tenant at will agreements. The Organization has the perpetual right to extend the leases. Total rental expense paid under the terms of the leases was \$770,034 and \$766,575 for the years ended June 30, 2020 and 2019, respectively. The Organization also leases space from a board member for \$1,000 per month.

Management Fee

The Organization charges Shallow River for administrative expenses incurred on its behalf. Management fee revenue aggregated \$74,649 for each of the years ended June 30, 2020 and 2019.

Donation

Although not required by agreement between Shallow River and the Organization, Shallow River generally donates the excess of its revenues over expenses to the Organization in order to maintain its 501(c)(2) tax-exempt status with the Internal Revenue Service. At June 30, 2020 and 2019, Shallow River did not make a donation to the Organization but retained its surplus of \$254,448 and \$246,624, respectively, due to future plans of acquiring a new building and for use in future renovation projects and maintenance costs.

12. REFUNDABLE ADVANCES, MAINTENANCE OF EFFORT

The Organization maintains contracted arrangements with multiple Medicaid managed care organizations (MCOs) that provide a set per member per month payment for health care services provided. This system helps manage costs, utilization, and quality of services. The Organization is paid prior to services being provided each month and is required to maintain certain levels of performance. A reconciliation is calculated at year end between the Organization and the MCOs to determine if the Organization has been overpaid compared to actual utilization and services performed, which the Organization would then be required to repay. At June 30, 2020 and 2019, the outstanding capitated payment liability totaled \$339,562 and \$391,458, respectively.

13. COMMITMENTS AND CONTINGENCIES

The Organization receives funding under various state and federal grants. Under the terms of these grants, the Organization is required to use the money within the grant period for purposes specified in the grant proposal. If expenditures for the grant were found not to have been made in compliance with the proposal, the Organization may be required to repay the grantor's funds.

Excess funds generated from state and/or Medicaid funded programs may be expended, at the Organization's discretion, to increase or improve service delivery within the program. The excess funds may not be used to increase spending for personnel, professional fees, fringe benefits, or capital expenditures without prior written approval of the State of New Hampshire.

The Organization has contracts with certain third-party payors requiring specific performance to supervise and document certain events relating to client treatment. These agencies periodically audit the performance of the Organization in fulfilling these requirements. If the payments were found not to have been made in compliance with the contracts, the Organization may be required to repay the funds received under the contract.

The Organization ensures its medical malpractice risks on a claims-made basis under a policy, which covers all of its employees. The Organization intends to renew coverage on a claims-made basis and anticipates that such coverage will be available.

Contracts with the State of New Hampshire and various federal agencies require that the properties supported be used for certain programs and/or to serve specified client populations. If Shallow River or the Organization should stop using the property to provide services acceptable to these grantors, the grantors would be entitled to all or part of the proceeds from the disposition of the property. These stipulations affect substantially all of the properties owned by Shallow River. The affected amount and the disposition are determined by negotiation with the granting authority at the time the property is sold.

14. NET ASSETS WITH DONOR RESTRICTIONS

At June 30, 2020 and 2019, net assets with donor restrictions consisted of the following:

	<u>2020</u>	<u>2019</u>
Certificates of Deposit – Memorial Fund	\$ 252,417	\$ 252,417
Dream Team Fund	2,962	2,832
Income earned on the Memorial Fund	<u>847</u>	<u>215</u>
Total net assets with donor restrictions	<u>\$ 256,226</u>	<u>\$ 255,464</u>

15. ENDOWMENT FUND AND NET ASSETS WITH DONOR RESTRICTIONS

As a result of the June 30, 2006 merger of The Center of Hope for Developmental Disabilities, Inc. (Center of Hope), with and into the Organization, the Organization assumed responsibility for certain assets of Center of Hope that are subject to charitable restrictions and designated for particular purposes, namely the Memorial Fund (the Fund).

The Fund was created by the Center of Hope in 1989 for the purpose of seeking out and funding experiences that make life more interesting and full for people with disabilities. In or around 1992, additional funds were added to the Fund as a result of a testamentary bequest of Dorothy M. Walters, for the purpose of providing "maintenance funds" for programs for individuals with mental and developmental disabilities. The Center of Hope interpreted the terms of this bequest as consistent with the purpose of the Fund, and the bequest meets the definition of an endowment fund.

The Not-for-Profit Entities Topic of the *FASB ASC* (ASC 958-205 and subsections) intends to improve the quality of consistency of financial reporting of endowments held by not-for-profit organizations. This Topic provides guidance on classifying the net assets associated with donor-restricted endowment funds held by organizations that are subject to an enacted version of the Uniform Prudent Management Institutional Funds Act (UPMIFA). New Hampshire has adopted UPMIFA. The Topic also requires additional financial statement disclosures on endowments and related net assets.

The Organization has followed an investment and spending policy to ensure a total return (income plus capital change) necessary to preserve the principal of the fund and at the same time, provide a dependable source of support for life-enhancing activities of eligible individuals. The Organization will only distribute income generated by the fund, leaving the original corpus intact.

In recognition of the prudence required of fiduciaries, the Organization only invests the fund in certificates of deposits, which ensures that a majority of the balance of the Fund is covered by the FDIC. The Organization has taken a risk adverse approach to managing the Fund in order to mitigate financial market risk such as interest rate, credit and overall market volatility, which could substantially impact the fair value of the Fund at any given time.

As of June 30, 2020 and 2019, the endowment was entirely composed of net assets with donor restrictions.

Changes in endowment net assets (at fair value) as of June 30, 2020 and June 30, 2019 were as follows:

	<u>2020</u>	<u>2019</u>
Certificates of deposit, beginning of year	\$ 252,417	\$ 252,417
Interest income	631	555
Withdrawals	<u>(631)</u>	<u>(555)</u>
Certificates of deposit end of year	<u>\$ 252,417</u>	<u>\$ 252,417</u>

16. LONG TERM CARE STABILIZATION PROGRAM

In response to COVID-19, in April 2020, the State of New Hampshire established the Long Term Care Stabilization (LTCS) Program to provide stipends to certain front line Medicaid providers. The program was developed to incentivize these direct care workers to remain in or rejoin this critical workforce and continue to provide high quality care to vulnerable persons during the pandemic. Under the program, the New Hampshire Department of Employment Security (NHES) would distribute \$300 per week in stipends to full time qualifying front line workers and \$150 per week in stipends to part time qualifying front line workers. The funding for the LTCS Program was provided through the Coronavirus Relief Fund. During the year ended June 30, 2020, the Organization received grant revenue of \$792,055 and expended \$792,055 under the grant through payroll and subcontractor expenses. During its initial implementation, the program ran from April 2020 through July 31, 2020. Subsequent to year end, in November 2020, the program was reinstated.

17. RECLASSIFICATION

Certain amounts and accounts from the prior year's financial statements were reclassified to enhance comparability with the current year's financial statements.

18. OTHER EVENTS

The impact of the novel coronavirus (COVID-19) and measures to prevent its spread are affecting the Organization. The significance of the impact of these disruptions, including the extent of their adverse impact on the Organization's financial and operational results, will be dictated by the length of time that such disruptions continue and, in turn, will depend on the currently unknowable duration of the COVID-19 pandemic and the impact of governmental regulations that might be imposed in response to the pandemic. The COVID-19 impact on the capital markets could also impact the Organization's cost of borrowing. There are certain limitations on the Organization's ability to mitigate the adverse financial impact of these items. As of January 20, 2021, due to the measures put in place to prevent the spread of COVID-19 we are unable to estimate the future performance of the Organization.

19. SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the statement of financial position date, but before financial statements are available to be issued. Recognized subsequent events are events or transactions that provide additional evidence about conditions that existed at the statement of financial position date, including the estimates inherent in the process of preparing financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the statement of financial position date, but arose after that date. Management has evaluated subsequent events through January 20, 2021, the date the June 30, 2020 financial statements were available for issuance. See Note 18 regarding COVID-19 information.

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
TOTALS FOR ALL PROGRAMS****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Mental Health</u>	<u>Developmental Services</u>	<u>Subtotals</u>	<u>General Management</u>	<u>2020 Total</u>	<u>2019 Summarized</u>
REVENUES						
Program service fees:						
Client fees	\$ 572,870	\$ 24,870	\$ 597,740	\$ -	\$ 597,740	\$ 778,251
Residential fees	69,223	221,166	290,389	-	290,389	322,703
Blue Cross	182,887	36,243	219,130	-	219,130	213,324
Medicaid	12,177,461	27,575,809	39,753,270	-	39,753,270	36,728,974
Medicare	527,140	-	527,140	-	527,140	491,840
Other insurance	315,887	62,045	377,932	-	377,932	321,906
Local educational authorities	-	128,424	128,424	-	128,424	130,058
Vocational rehabilitation	5,500	7,277	12,777	-	12,777	8,974
Other program fees	589	-	589	-	589	1,140
Production/service income	194,429	132,987	327,416	-	327,416	456,617
Public support:						
Local/county government	403,207	2,400	405,607	-	405,607	442,733
Donations/contributions	2,810	17,512	20,322	2,349	22,671	26,990
Other public support	312,719	-	312,719	-	312,719	343,307
Bureau of Developmental Services and Bureau of Behavioral Health	890,611	296,362	1,186,973	-	1,186,973	848,453
Other federal and state funding:						
HUD	75,565	-	75,565	-	75,565	129,535
Other	109,947	-	109,947	796,904	906,851	153,740
Private foundation grants	273,486	-	273,486	5,000	278,486	260,000
Other revenues	<u>89,605</u>	<u>66,433</u>	<u>156,038</u>	<u>110,900</u>	<u>266,938</u>	<u>382,737</u>
Total revenues	<u>16,203,936</u>	<u>28,571,528</u>	<u>44,775,464</u>	<u>915,153</u>	<u>45,690,617</u>	<u>42,041,282</u>
EXPENSES						
Salaries and wages	\$ 7,256,309	\$ 7,288,247	\$ 14,544,556	\$ 3,803,080	\$ 18,347,636	\$ 18,504,225
Employee benefits	1,443,451	2,006,173	3,449,624	862,879	4,312,503	4,031,156
Payroll taxes	511,611	505,954	1,017,565	242,248	1,259,813	1,297,577
Client wages	108,499	98,994	207,493	-	207,493	266,295
Professional fees	206,342	13,952,776	14,159,118	770,902	14,930,020	11,428,062
Staff development and training	19,191	19,969	39,160	5,295	44,455	69,802
Occupancy costs	604,577	510,258	1,114,835	183,890	1,298,725	1,306,350
Consumable supplies	196,136	206,721	402,857	59,328	462,185	515,745
Equipment expenses	105,910	141,286	247,196	45,942	293,138	302,932
Communications	131,115	118,675	249,790	47,935	297,725	283,129
Travel and transportation	189,477	646,801	836,278	30,874	867,152	1,100,741
Assistance to individuals	1,961	77,038	78,999	140	79,139	113,138
Insurance	51,989	73,139	125,128	27,835	152,963	150,487
Membership dues	24,205	16,785	40,990	87,476	128,466	127,194
Bad debt expense	508,139	108,562	616,701	-	616,701	750,495
Other expenses	<u>11,145</u>	<u>3,158</u>	<u>14,303</u>	<u>115,224</u>	<u>129,527</u>	<u>21,062</u>
Total expenses	<u>11,370,057</u>	<u>25,774,536</u>	<u>37,144,593</u>	<u>6,283,048</u>	<u>43,427,641</u>	<u>40,268,390</u>
EXCESS (DEFICIENCY) OF REVENUES						
OVER EXPENSES	<u>\$ 4,833,879</u>	<u>\$ 2,796,992</u>	<u>\$ 7,630,871</u>	<u>\$ (5,367,895)</u>	<u>\$ 2,262,976</u>	<u>\$ 1,772,892</u>

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Non-Specialized Outpatient</u>	<u>State Eligible Audit Outpatient</u>	<u>Outpatient Contracts</u>	<u>Children and Adolescents</u>
REVENUES				
Program service fees:				
Client fees	\$ 58,882	\$ 112,440	\$ -	\$ 33,774
Residential fees	-	-	-	-
Blue Cross	58,228	48,033	-	61,522
Medicaid	131,890	1,262,868	553,216	2,981,930
Medicare	118,267	336,943	-	-
Other insurance	91,394	146,561	-	49,366
Local educational authorities	-	-	-	-
Vocational rehabilitation	-	-	-	-
Other program fees	-	-	269	-
Production/service income	-	-	-	-
Public support:				
Local/county government	104,246	-	-	-
Donations/contributions	2,310	500	-	-
Other public support	-	-	21,980	-
Bureau of Developmental Services and Bureau of Behavioral Health	55,146	-	-	-
Other federal and state funding:				
HUD	-	-	-	-
Other	-	20	-	-
Private foundation grants	10,500	-	-	-
Other revenues	<u>26,237</u>	<u>149</u>	<u>-</u>	<u>-</u>
Total revenues	<u>657,100</u>	<u>1,907,514</u>	<u>575,465</u>	<u>3,126,592</u>
EXPENSES				
Salaries and wages	\$ 305,785	\$ 895,118	\$ 277,034	\$ 845,154
Employee benefits	51,579	117,088	55,526	146,560
Payroll taxes	21,592	60,436	19,730	59,273
Client wages	-	-	-	-
Professional fees	15,807	21,234	7,117	32,118
Staff development and training	885	6,337	728	3,136
Occupancy costs	30,785	56,343	19,900	44,634
Consumable supplies	15,456	11,165	3,185	10,122
Equipment expenses	8,260	9,410	3,201	7,617
Communications	22,116	19,573	2,874	9,403
Travel and transportation	48	1,588	4,351	23,661
Assistance to individuals	57	70	-	375
Insurance	3,556	7,493	2,719	6,053
Membership dues	2,277	4,753	1,350	4,675
Bad debt expense	10,441	67,115	301	24,825
Other expenses	<u>64</u>	<u>130</u>	<u>646</u>	<u>187</u>
Total expenses	<u>488,708</u>	<u>1,277,853</u>	<u>398,662</u>	<u>1,217,793</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 168,392</u>	<u>\$ 629,661</u>	<u>\$ 176,803</u>	<u>\$ 1,908,799</u>

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Emergency Services</u>	<u>Other Non-BBH</u>	<u>Integrated Health Grant</u>	<u>Bureau of Drug & Alcohol Services</u>
REVENUES				
Program service fees:				
Client fees	\$ 17,472	\$ 383	\$ -	\$ 1,919
Residential fees	-	-	-	-
Blue Cross	9,105	1,202	-	2,468
Medicaid	97,410	428,961	-	16,027
Medicare	5,300	-	-	2,736
Other insurance	12,642	1,252	-	5,157
Local educational authorities	-	-	-	-
Vocational rehabilitation	-	-	-	-
Other program fees	-	-	-	-
Production/service income	-	-	-	-
Public support:				
Local/county government	-	-	-	-
Donations/contributions	-	-	-	-
Other public support	-	-	-	-
Bureau of Developmental Services and Bureau of Behavioral Health	98,304	-	-	-
Other federal and state funding:				
HUD	-	-	-	-
Other	-	-	109,927	-
Private foundation grants	-	210,000	-	-
Other revenues	-	-	-	234
Total revenues	<u>240,233</u>	<u>641,798</u>	<u>109,927</u>	<u>28,541</u>
EXPENSES				
Salaries and wages	\$ 505,435	\$ 283,877	\$ 28,654	\$ 134,646
Employee benefits	93,382	67,793	4,005	25,594
Payroll taxes	34,701	19,752	2,206	9,531
Client wages	-	-	-	-
Professional fees	11,933	9,757	11,273	1,282
Staff development and training	778	2,067	-	761
Occupancy costs	29,465	13,355	32,920	4,227
Consumable supplies	5,302	3,872	16,827	635
Equipment expenses	7,086	2,270	320	636
Communications	24,475	2,340	-	639
Travel and transportation	1,145	7,452	239	491
Assistance to individuals	47	6	-	-
Insurance	4,062	1,675	-	569
Membership dues	1,270	567	-	884
Bad debt expense	29,523	1,242	-	4,566
Other expenses	52	40	-	7
Total expenses	<u>748,656</u>	<u>416,065</u>	<u>96,444</u>	<u>184,468</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ (508,423)</u>	<u>\$ 225,733</u>	<u>\$ 13,483</u>	<u>\$ (155,927)</u>

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Drug Court</u>	<u>Vocational Services</u>	<u>Restorative Partial Hospital</u>	<u>Case Management</u>
REVENUES				
Program service fees:				
Client fees	\$ 1,221	\$ 4,542	\$ 5,476	\$ 138,601
Residential fees	-	-	-	-
Blue Cross	-	-	-	-
Medicaid	56,430	146,487	194,273	1,606,842
Medicare	-	-	-	4,664
Other insurance	-	-	-	3,660
Local educational authorities	-	-	-	-
Vocational rehabilitation	-	5,500	-	-
Other program fees	320	-	-	-
Production/service income	-	37,579	-	-
Public support:				
Local/county government	298,961	-	-	-
Donations/contributions	-	-	-	-
Other public support	-	-	-	-
Bureau of Developmental Services and Bureau of Behavioral Health	-	-	-	-
Other federal and state funding:				
HUD	-	-	-	-
Other	-	-	-	-
Private foundation grants	-	-	-	-
Other revenues	<u>29,896</u>	<u>-</u>	<u>-</u>	<u>26,775</u>
Total revenues	<u>386,828</u>	<u>194,108</u>	<u>199,749</u>	<u>1,780,542</u>
EXPENSES				
Salaries and wages	\$ 249,297	\$ 144,044	\$ 50,325	\$ 801,809
Employee benefits	43,679	33,545	13,087	163,766
Payroll taxes	17,304	14,036	3,796	57,497
Client wages	-	49,568	-	-
Professional fees	3,125	3,251	902	20,513
Staff development and training	696	108	8	578
Occupancy costs	-	12,105	2,288	44,080
Consumable supplies	2,532	3,870	19,248	11,920
Equipment expenses	6,233	2,020	622	9,417
Communications	2,911	1,827	239	8,461
Travel and transportation	5,482	10,523	-	41,138
Assistance to individuals	-	-	-	63
Insurance	-	1,312	474	6,908
Membership dues	-	419	148	2,263
Bad debt expense	1,598	1,772	4,400	151,290
Other expenses	<u>8,859</u>	<u>580</u>	<u>7</u>	<u>171</u>
Total expenses	<u>341,716</u>	<u>278,980</u>	<u>95,544</u>	<u>1,319,874</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 45,112</u>	<u>\$ (84,872)</u>	<u>\$ 104,205</u>	<u>\$ 460,668</u>

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Supportive Living</u>	<u>Community Residences</u>	<u>Bridge Grant</u>	<u>Victims of Crime Act</u>
REVENUES				
Program service fees:				
Client fees	\$ 41,158	\$ 22,607	\$ -	\$ 5,551
Residential fees	-	48,593	-	-
Blue Cross	-	-	-	1,903
Medicaid	2,200,893	1,213,319	-	69,779
Medicare	(158)	-	-	6,025
Other insurance	236	-	-	5,298
Local educational authorities	-	-	-	-
Vocational rehabilitation	-	-	-	-
Other program fees	-	-	-	-
Production/service income	-	-	-	-
Public support:				
Local/county government	-	-	-	-
Donations/contributions	-	-	-	-
Other public support	-	-	-	290,739
Bureau of Developmental Services and Bureau of Behavioral Health	-	-	184,017	-
Other federal and state funding:				
HUD	-	75,565	-	-
Other	-	-	-	-
Private foundation grants	-	-	-	-
Other revenues	-	60	5,901	-
Total revenues	<u>2,242,129</u>	<u>1,360,144</u>	<u>189,918</u>	<u>379,295</u>
EXPENSES				
Salaries and wages	\$ 641,565	\$ 749,341	\$ 36,098	\$ 377,776
Employee benefits	173,092	200,077	6,857	68,157
Payroll taxes	45,567	52,339	2,599	24,593
Client wages	-	-	-	-
Professional fees	15,281	5,383	570	8,559
Staff development and training	463	61	221	1,480
Occupancy costs	39,828	43,829	117,842	22,749
Consumable supplies	12,497	27,012	1,075	4,227
Equipment expenses	7,698	10,894	131	3,878
Communications	6,425	11,231	-	3,524
Travel and transportation	41,185	4,565	1,991	6,297
Assistance to individuals	684	624	-	21
Insurance	6,671	2,134	-	3,114
Membership dues	2,123	645	-	972
Bad debt expense	52,421	13,832	-	8,403
Other expenses	164	91	-	39
Total expenses	<u>1,045,664</u>	<u>1,122,058</u>	<u>167,384</u>	<u>533,789</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 1,196,465</u>	<u>\$ 238,086</u>	<u>\$ 22,534</u>	<u>\$ (154,494)</u>

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
MENTAL HEALTH****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>ACT</u>	<u>Other</u>	<u>Total</u>	<u>2019</u>
	<u>Team</u>	<u>Mental Health</u>	<u>Mental Health</u>	<u>Summarized</u>
REVENUES		<u>Programs</u>	<u>Programs</u>	
Program service fees:				
Client fees	\$ 128,844	\$ -	\$ 572,870	\$ 700,461
Residential fees	20,630	-	69,223	69,379
Blue Cross	426	-	182,887	186,499
Medicaid	1,217,136	-	12,177,461	11,890,220
Medicare	53,363	-	527,140	491,840
Other insurance	321	-	315,887	248,966
Local educational authorities	-	-	-	-
Vocational rehabilitation	-	-	5,500	1,863
Other program fees	-	-	589	1,140
Production/service income	-	156,850	194,429	253,865
Public support:				
Local/county government	-	-	403,207	440,833
Donations/contributions	-	-	2,810	5,573
Other public support	-	-	312,719	343,307
Bureau of Developmental Services and Bureau of Behavioral Health	553,144	-	890,611	523,328
Other federal and state funding:				
HUD	-	-	75,565	129,535
Other	-	-	109,947	150,121
Private foundation grants	-	52,986	273,486	220,000
Other revenues	350	3	89,605	68,661
Total revenues	<u>1,974,214</u>	<u>209,839</u>	<u>16,203,936</u>	<u>15,725,591</u>
EXPENSES				
Salaries and wages	\$ 877,567	\$ 52,784	\$ 7,256,309	\$ 6,877,783
Employee benefits	169,573	10,091	1,443,451	1,347,375
Payroll taxes	58,250	8,409	511,611	485,191
Client wages	-	58,931	108,499	126,389
Professional fees	37,016	1,221	206,342	232,781
Staff development and training	843	41	19,191	25,417
Occupancy costs	66,852	23,375	604,577	534,882
Consumable supplies	8,038	39,153	196,136	210,246
Equipment expenses	6,331	19,886	105,910	108,075
Communications	7,288	7,789	131,115	124,747
Travel and transportation	35,310	4,011	189,477	248,647
Assistance to individuals	14	-	1,961	3,676
Insurance	4,964	285	51,989	53,176
Membership dues	1,771	88	24,205	27,022
Bad debt expense	135,984	426	508,139	604,579
Other expenses	47	61	11,145	1,008
Total expenses	<u>1,409,848</u>	<u>226,551</u>	<u>11,370,057</u>	<u>11,010,994</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 564,366</u>	<u>\$ (16,712)</u>	<u>\$ 4,833,879</u>	<u>\$ 4,714,597</u>

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Service Coordination</u>	<u>School District Contracts</u>	<u>Day Programs</u>	<u>Early Supports & Services</u>	<u>Independent Living Services</u>
REVENUES					
Program service fees:					
Client fees	\$ -	\$ -	\$ -	\$ 24,870	\$ -
Residential fees	-	-	-	-	-
Blue Cross	-	-	-	36,243	-
Medicaid	1,012,043	-	4,117,964	1,021,236	315,499
Medicare	-	-	-	-	-
Other insurance	-	-	-	62,045	-
Local educational authorities	-	128,424	-	-	-
Vocational rehabilitation	-	-	7,277	-	-
Other program fees	-	-	-	-	-
Production/service income	-	-	117,035	1,544	-
Public support:					
Local/county government	-	-	2,400	-	-
Donations/contributions	-	-	17,512	-	-
Other public support	-	-	-	-	-
Bureau of Developmental Services and Bureau of Behavioral Health	-	-	-	64,456	-
Other federal and state funding:					
HUD	-	-	-	-	-
Other	-	-	-	-	-
Private foundation grants	-	-	-	-	-
Other revenues	49,765	-	5,011	38	-
Total revenues	1,061,808	128,424	4,267,199	1,210,432	315,499
EXPENSES					
Salaries and wages	\$ 611,199	\$ 62,146	\$ 2,706,030	\$ 474,436	\$ 86,624
Employee benefits	173,293	10,827	910,093	85,514	19,059
Payroll taxes	41,854	4,497	194,832	34,127	6,481
Client wages	-	-	87,760	-	-
Professional fees	188,830	257	151,700	162,415	17,303
Staff development and training	862	20	3,463	3,459	167
Occupancy costs	47,971	1,916	244,066	10,098	4,459
Consumable supplies	12,294	574	56,198	7,432	865
Equipment expenses	6,925	465	87,752	3,955	1,160
Communications	4,605	230	40,746	18,682	721
Travel and transportation	17,314	1,399	431,982	74,034	2,204
Assistance to individuals	1	-	25,799	45	-
Insurance	5,769	458	31,646	4,378	1,090
Membership dues	16	4	11,587	97	3
Bad debt expense	-	-	4,203	93,990	7,099
Other expenses	396	6	1,960	55	30
Total expenses	1,111,329	82,799	4,989,817	972,717	147,265
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (49,521)	\$ 45,625	\$ (722,618)	\$ 237,715	\$ 168,234

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Family Residence</u>	<u>Combined Day/ Residential Vendor</u>	<u>Individual Supported Living</u>	<u>Consolidated Services</u>	<u>Combined Day/ Residential Services</u>
REVENUES					
Program service fees:					
Client fees	\$ -	\$ -	\$ -	\$ -	\$ -
Residential fees	174,144	-	38,574	-	-
Blue Cross	-	-	-	-	-
Medicaid	7,591,954	1,927,240	524,005	2,713,106	1,801,803
Medicare	-	-	-	-	-
Other insurance	-	-	-	-	-
Local educational authorities	-	-	-	-	-
Vocational rehabilitation	-	-	-	-	-
Other program fees	-	-	-	-	-
Production/service income	14,309	-	99	-	-
Public support:					
Local/county government	-	-	-	-	-
Donations/contributions	-	-	-	-	-
Other public support	-	-	-	-	-
Bureau of Developmental Services and Bureau of Behavioral Health	-	-	-	-	-
Other federal and state funding:					
HUD	-	-	-	-	-
Other	-	-	-	-	-
Private foundation grants	-	-	-	-	-
Other revenues	11,619	-	-	-	-
Total revenues	7,792,026	1,927,240	562,678	2,713,106	1,801,803
EXPENSES					
Salaries and wages	\$ 1,897,667	\$ -	\$ 227,899	\$ 834,567	\$ 15,082
Employee benefits	502,042	-	64,731	155,677	4,309
Payroll taxes	135,041	-	16,066	45,411	1,060
Client wages	11,155	-	79	-	-
Professional fees	3,428,066	1,773,295	21,881	1,331,284	1,576,834
Staff development and training	8,694	-	387	1,547	58
Occupancy costs	132,775	-	41,130	3,903	1,613
Consumable supplies	93,846	-	10,528	4,241	10,707
Equipment expenses	28,300	-	2,007	7,043	358
Communications	27,319	-	4,476	16,664	175
Travel and transportation	50,755	-	4,903	54,024	-
Assistance to individuals	461	-	1,093	25,940	515
Insurance	16,029	-	2,292	7,540	316
Membership dues	91	-	3	4,176	-
Bad debt expense	3,270	-	-	-	-
Other expenses	536	-	29	96	4
Total expenses	6,336,047	1,773,295	397,504	2,492,113	1,611,031
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 1,455,979	\$ 153,945	\$ 165,174	\$ 220,993	\$ 190,772

Continued

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
DEVELOPMENTAL SERVICES****FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Acquired Brain Disorder</u>	<u>Other Developmental Services Programs</u>	<u>Total Developmental Services Programs</u>	<u>2019 Summarized</u>
REVENUES				
Program service fees:				
Client fees	\$ -	\$ -	\$ 24,870	\$ 77,790
Residential fees	-	8,448	221,166	253,324
Blue Cross	-	-	36,243	26,825
Medicaid	484,490	6,066,469	27,575,809	24,838,754
Medicare	-	-	-	-
Other insurance	-	-	62,045	72,940
Local educational authorities	-	-	128,424	130,058
Vocational rehabilitation	-	-	7,277	7,111
Other program fees	-	-	-	-
Production/service income	-	-	132,987	202,752
Public support:				
Local/county government	-	-	2,400	1,900
Donations/contributions	-	-	17,512	19,786
Other public support	-	-	-	-
Bureau of Developmental Services and Bureau of Behavioral Health	-	231,906	296,362	325,125
Other federal and state funding:				
HUD	-	-	-	-
Other	-	-	-	-
Private foundation grants	-	-	-	-
Other revenues	-	-	66,433	66,068
Total revenues	<u>484,490</u>	<u>6,306,823</u>	<u>28,571,528</u>	<u>26,022,433</u>
EXPENSES				
Salaries and wages	\$ 18,056	\$ 354,541	\$ 7,288,247	\$ 8,271,846
Employee benefits	10,260	70,368	2,006,173	1,938,195
Payroll taxes	1,186	25,399	505,954	586,023
Client wages	-	-	98,994	139,906
Professional fees	130,609	5,170,302	13,952,776	10,927,612
Staff development and training	51	1,261	19,969	20,925
Occupancy costs	1,111	21,216	510,258	570,870
Consumable supplies	323	9,713	206,721	240,950
Equipment expenses	300	3,021	141,286	159,725
Communications	173	4,884	118,675	116,259
Travel and transportation	899	9,287	646,801	809,689
Assistance to individuals	-	23,184	77,038	108,288
Insurance	269	3,352	73,139	72,670
Membership dues	-	808	16,785	18,036
Bad debt expense	-	-	108,562	145,916
Other expenses	3	43	3,158	2,482
Total expenses	<u>163,240</u>	<u>5,697,379</u>	<u>25,774,536</u>	<u>24,129,392</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 321,250</u>	<u>\$ 609,444</u>	<u>\$ 2,796,992</u>	<u>\$ 1,893,041</u>

NORTHERN HUMAN SERVICES, INC.**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020**

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NAME	PASS-THROUGH GRANTOR'S NUMBER	FEDERAL EXPENDITURES
<u>U.S. Department of Housing and Urban Development</u>				
Continuum of Care Program	14.267	Direct Award	N/A	\$ 75,565
Total U.S. Department of Housing and Urban Development				\$ 75,565
<u>U.S. Department of Justice</u>				
Crime Victim Assistance	16.575	New Hampshire Department of Justice	2016VOCA1, 2016VOCA2	\$ 323,179
Total U.S. Department of Justice				\$ 323,179
<u>U.S. Department of Treasury</u>				
Coronavirus Relief Fund	21.019	State of NH Governor's Office of Emergency Relief and Recovery COVID-19 Long Term Care Stabilization Program	N/A	\$ 792,055
Total U.S. Department of Treasury				\$ 792,055
<u>U.S. Department of Education</u>				
Special Education Grants for Infants and Families	84.181A	State of NH Department of Health and Human Services, Division of Long Term Supports and Services	05-95-93-930010-7852	\$ 34,700
Total U.S. Department of Education				\$ 34,700
<u>U.S. Department of Health & Human Services</u>				
<u>Medicaid Cluster</u>				
Medical Assistance Program	93.778	State of NH Department of Health and Human Services, Division for Behavioral Health	05-95-92-922010-4121	\$ 4,849
Medical Assistance Program	93.778	State of NH Department of Health and Human Services, Division for Behavioral Health	05-95-49-490510-2985	8,151 \$ 11,000
Rural Health Care Services Outreach and Rural Health Network Development Program	93.912	North Country Health Consortium	Unknown	48,223
Total U.S. Department of Health & Human Services				\$ 59,223
TOTAL				\$ 1,284,722

NORTHERN HUMAN SERVICES, INC.

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020**

NOTE 1 BASIS OF PRESENTATION

The accompanying schedule of expenditures of Federal Awards (the Schedule) includes the federal award activity of Northern Human Services, Inc. under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Northern Human Services, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3 INDIRECT COST RATE

Northern Human Services, Inc. has elected not to use the ten percent de minimis indirect cost rate allowed under the Uniform Guidance.

NORTHERN HUMAN SERVICES, INC.

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors of
Northern Human Services, Inc.
Conway, New Hampshire

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Northern Human Services, Inc. (a New Hampshire nonprofit organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated January 20, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Northern Human Services, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Northern Human Services, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Northern Human Services, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2020-001 that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Northern Human Services, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Northern Human Services, Inc.'s Response to Findings

Northern Human Services, Inc.'s response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Northern Human Services, Inc.'s response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Leon, McDonnell & Roberts
Professional Association

January 20, 2021
North Conway, New Hampshire

NORTHERN HUMAN SERVICES, INC.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors of
Northern Human Services, Inc.
Conway, New Hampshire

Report on Compliance for Each Major Federal Program

We have audited Northern Human Services, Inc.'s (a New Hampshire nonprofit organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Northern Human Services, Inc.'s major federal programs for the year ended June 30, 2020. Northern Human Services, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Northern Human Services, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Northern Human Services, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Northern Human Services, Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Northern Human Services, Inc. complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control Over Compliance

Management of Northern Human Services, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Northern Human Services, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Northern Human Services, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that were not identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Leon, McDonnell & Roberts
Professional Association*

January 20, 2021
North Conway, New Hampshire

NORTHERN HUMAN SERVICES, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2020

SUMMARY OF AUDITORS' RESULTS

1. The auditors' report expresses an unmodified opinion on whether the financial statements of Northern Human Services, Inc. were prepared in accordance with GAAP.
2. One material weakness disclosed during the audit of the financial statements is reported in the *Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of Northern Human Services, Inc. which would be required to be reported in accordance with *Government Auditing Standards* were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs are reported in the *Independent Auditors' Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance*. No material weaknesses are reported.
5. The auditors' report on compliance for the major federal award programs for Northern Human Services, Inc. expresses an unmodified opinion on all major federal programs.
6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule.
7. The programs tested as major programs were: U.S. Department of the Treasury; Coronavirus Relief Fund, CFDA 21.019 and U.S. Department of Justice; Crime Victim Assistance, CFDA 16.575.
8. The threshold for distinguishing Type A and B programs was \$750,000.
9. Northern Human Services, Inc. was determined not to be a low-risk auditee.

FINDINGS - FINANCIAL STATEMENTS AUDIT

MATERIAL WEAKNESS

2020-001 - Reconciliation process and month end close

Criteria: Internal controls should be in place to ensure that all cash accounts are reconciled between the general ledger and bank statements every month in a timely manner.

Condition: Significant entries were required for cash as timely reconciliations were not being kept as part of the financial statement close process each month and at year end.

Cause: Internal controls are not currently in place to ensure that monthly bank reconciliations are prepared in a timely manner each month.

Effect: Financial statement information utilized by management in making decisions may not be timely or accurate; errors found in preparing bank reconciliations that required significant journal entries were not found until several months after year end.

Recommendation: Procedures should be implemented to ensure that monthly reconciliations for all cash accounts are being performed in a timely manner.

Views of Responsible Officials: Up until this fiscal year, the Organization has always had a process in place to perform the bank reconciliations in a timely manner.

The main reason these were not done timely is due to some staff turnover (retirements) NHS has had, as well as COVID. NHS had a long term staff accountant retire last summer. She was responsible for the bank reconciliations in addition to many other duties as it relates to month end closings, and backup for the payroll associate. NHS had trouble recruiting for that position and ultimately the department got behind in trying to cover that part of her duties. There was also another staff accountant position that retired and due to COVID, NHS had trouble recruiting for that position as well, further delaying the reconciliations. Now that both positions have been filled, NHS is in the process of getting caught up with that duty.

Going forward, the bank reconciliations will be done monthly during each month end closing process. This will be reviewed by Dale Heon, CFO to ensure adherence to this procedure.

FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

NORTHERN HUMAN SERVICES BOARD OF DIRECTORS

		<u>Office</u>	<u>Home</u>	<u>Term</u>
Officers:	Madelene Costello, President			10.20 - 10.22
	Dorothy Borchers, Vice President			10.20 - 10.22
	James Salmon, Treasurer			10.17 - 10.21
	TBA, Secretary			
Staff:	Eric Johnson, CEO	447-3347		
	Dale Heon, CFO	447-3347		
	Susan Wiggin, CEO Assistant	447-3347		
	Suzanne Gaetjens-Olsen, MH Reg Administrator	444-5358		
	Liz Charles, DD Reg Administrator	447-3347		
Term Expires	<u>The Mental Health Center</u>	Kassie Eafrazi	752-7404	
	3 Twelfth St., Berlin 03570	Director of BH		
	<u>Community Services Center</u>	Lynn Johnson	752-1005	
	69 Willard St., Berlin 03570	Director of DS		
'22	Margaret McClellan, 1774 Riverside Dr., Apt. #2, Berlin, 03570			
'23	*Stephen Michaud, 10 Madison Ave., Gorham 03581			
'23	*Dorothy Borchers, 70 Main St. #1, Gorham 03581			
	<u>The Mental Health Center</u>	Valeda Cerasale	447-2111	
	25 W. Main St., Conway 03818	Director of BH		
	70 Bay St., Wolfeboro 03894		569-1884	
	<u>New Horizons (also Tamworth)</u>	Shanon Mason	356-6310	
	626 Eastman Rd., Ctr. Conway 03813	Director of DS		
'21	*Maddie Costello, 155 Fairview Ave., POB 1900, Conway 03818	662-5387 (cell)		
'23	*Carrie Duran, 3 Clement Court #4, Wolfeboro, NH 03894			
'21	James Salmon, 909 Stritch Rd., P.O. Box 893, Ctr. Conway 03813			
	<u>The Mental Health Center</u>	James Michaels	237-4955	
	55 Colby St., Colebrook 03576	Director of BH		
	69 Brooklyn St., Groveton 03582		636-2555	
	<u>Vershire Center</u>	Lynn Johnson	237-5721	
	24 Depot Street, Colebrook, NH 03576	Director of DS		
'23	Georgia Caron, 83 Cloutier Dr., Stark 03582			
	<u>White Mountain Mental Health</u>	Amy Finkle	444-8501	
	29 Maple St., Box 599, Littleton 03561	Director of BH		
	<u>Common Ground (also Littleton, Woodsville)</u>	Mark Vincent	837-9547	
	24 Lancaster Rd., Whitefield 03584	Director of DS		
'23	Annette Carbonneau, P.O. Box 205, Franconia 03580			

Executive Committee: S. Michaud, M. McClellan, J. Salmon, M. Costello, D. Borchers, E. JohnsonFinance Committee: J. Salmon, M. McClellan, S. Michaud, D. Borchers, M. Costello, D. HeonProgram Committee: M. McClellan, M. Costello, G. Caron, C. Duran, S. Gaetjens-Olsen, L. CharlesDevelopment Committee: C. Duran, D. Borchers, M. McClellan, M. Costello, K. Blake, S. Mason, S. Gaetjens-Olsen, S. Wiggin

*Member representing consumer with developmental disability / NOTE: Bylaws state that a minimum of 7 meetings, including the Annual Business Meeting, must be held.

Suzanne Gaetjens-Oleson, MACP, LCMHC

Educational History:

Bachelor of Arts, Psychology Major, Hampshire College, Amherst, MA, 1993

Master of Counseling Psychology, Antioch New England Graduate School, Keene, NH, 1996

Employment History:

Chief Executive Officer, Northern Human Services, December 2021-present Assists in the formulation of policy by proposing policy to the boards, interprets and implements policy throughout corporations prepares and presents essential reports to the boards facilitating their effective governance to include: financial, personnel, operational, quality assessment, program evaluation, etc., Maintain an effective and efficient organizational structure, prepares short and long-term plans and presents such to the boards for approval, maintain knowledge of state-of-the-art practices in core services offered by the corporations, represent the interests of the corporations in legislative hearings, state wide and local meetings, maintain compliance with applicable federal, state and local laws, rules and regulations

Regional Mental Health Administrator, Operations, Northern Human Services, May 2013-present Direct the regional management, operations and provision of services to individuals with mental illness and substance abuse in accordance with Agency Policy, federal and state laws and regulations. Responsible for overseeing compliance efforts in the Agency, and the members of the Quality Improvement and Compliance Team. Responsible for overseeing the Electronic Medical Record team and leading the agencies efforts to comply with Meaningful Use Requirements. Oversee program development and implementation as directed by the CEO. Work with Area Directors to ensure that all contract requirements are met. Represent NHS on the NCHC board.

Director, Quality Improvement/Compliance, Northern Human Services, February 2012-May 2013, Responsibility for Corporate Compliance and Quality Improvement functions such as assisting management with the ongoing review and amendment of administrative and treatment policies; investigating and acting on matters related to compliance, including management of internal reports of concern, leading and coordinating the preparation for reviews of the Agency by external entities, maintaining quality improvement processes that measure outcomes of services delivered, using data from information technology systems to analyze, create and disseminate reports that summarize service utilization and trends; coordinating regional planning processes and developing plan documents for funding sources as required. Coordinate, synthesize and provide summary reports of quality indicators to MC on a regular basis. Provide necessary compliance trainings to staff.

Director of Children's Services, June 2000-February 2012 Northern Human Services, White Mountain Mental Health, June 2000 to present. Responsible for the supervision and management of the "children's team", represent Northern Human Services at Children's Director's state team meeting, writing small grants, developing and sustaining positive collaborative relationships with other child serving systems, maintain children's charts to Medicaid and federal standards, maintain clinical caseload.

Clinician, White Mountain Mental Health and Developmental Services, May 1996-June 2000. Assessment and ongoing counseling with children and families. Daytime emergency service coverage.

Emergency Service Clinician, White Mountain Mental Health and Development Services, April 1995-May 1996. Day and night coverage of emergency services to psychiatric patients including psychosocial assessments and emergency evaluations and interventions.

Charge Counselor, Northern New Hampshire Youth Services, and Bethlehem NH. May 1993-November 1994. Conducted psychosocial assessments, emergency evaluations, provided direct counseling services and staff supervision at this group home for emotionally disturbed adolescent females. (This home has changed ownership since I was employed there and is now part of the NFI system.)

Continuing Education Experiences:

-Two intensive weeklong seminars with Daniel Hughes, which focused on work with children who have suffered trauma, loss, and disrupted attachment.

-Seminars required for License (total 65 continuing education credits during every two-year license period, including six ethics credits)

-Trauma Focused Cognitive Behavioral Therapy--trained with Dartmouth, received weekly supervision with Craig Donnelly, MD and Sarah Sterns, PhD.

Helping the Non-compliant Child-trained with Dartmouth, received weekly supervision with Sarah Sterns, PhD.

Goal: To continue working in a capacity that supports people affected by mental illness and developmental disabilities and promotes their ability to be positive contributors and participants in their communities.

References Available Upon Request

DALE HEON

EMPLOYMENT HISTORY:

Apr. 2007 - Present

NORTHERN HUMAN SERVICES INC., Conway, NH

Job Title: Chief Financial Officer

Provide strategic management of the accounting and finance functions of a private non-profit corporation.

Lead and supervise Controller, Accounting and Payroll staff. Direct accounting policies, procedures and internal controls. Recommend and implement improvements to ensure the integrity of the company's financial information.

Budget preparation and submission to State of NH Department of Health and Human Services. Quarterly reporting to State of NH of budget vs. actual expenses and revenue. Oversee financial system implementations and upgrades. Federal and State grant management and accounting.

Lead and supervise Director of Information Technology and collaborate on technology decisions. Computer network encompasses multiple sites in rural northern locations.

Manage relationships with banking, investment institutions, and outside audit firm. Identify and manage business risks and insurance requirements. Present monthly financial data to the Finance Committee of the Board of Directors.

Jan. 2007 – Apr. 2007

Robert Half International, Manchester, NH

Job Title: Interim Chief Financial Officer (client)

Worked exclusively at client location (Northern Human Services Inc). See list of duties and responsibilities above. Hired directly by Northern after successful completion of budget submission to State of New Hampshire.

Jul. 1999 - Oct. 2006

BRANDPARTNERS INC. (formerly Willey Brothers, Inc.), Rochester, NH

Job Title: Controller

Helped grow a new division (commercial construction management) from \$5 million in revenue per year in 1999 to over \$30 million in 2006. Total company revenue estimated to be over \$50 million in 2006.

Instrumental in successful implementation of new project accounting software during period of high growth.

Responsible for revenue recognition and accruing all work-in-process costs each month using the percentage of completion method. Full profit & loss report responsibility.

Balance sheet account reconciliation, A/P, A/R including collections, revenue forecasting, budgeting, and exposure to SEC reporting 10Q/10-K. Reviewed and signed off on SEC reporting related to my division.

Prepared corporate cash flow forecasting, prepared and entered monthly journal entries, helped create customized detailed profitability analysis report by job.

Produced pro-forma income statements for new endeavors or potential acquisitions. Interfaced with outside auditors at quarter-end and year-end for financial statement verification.

Dec 1995 - July 1999

CABLETRON SYSTEMS, INC., Rochester, NH

Job Title: Senior Credit Analyst

Collected commercial overdue accounts receivable for this \$1+ Billion revenue high tech company. Collection territory consisted mostly of government resellers; leasing companies and averaged \$12-\$15 million per month.

Set-up and maintained Escrow Agreements between banks and 8A or minority owned businesses to ensure payment on multi-million dollar government contracts.

Prepared journal entries for reconciliation of customer accounts; prepared short-term rental quotes for customers.

Acted as liaison between our sales force, outside leasing companies (GE Capital Etc.) and our customers. Managed multi-million dollar stocking orders-including billing, collections, and inventory management.

Recruited, supervised, and trained college interns.

Oct. 1989 to Dec 1995

WILLEY BROTHERS, INC., Rochester, NH

Job Title: Assistant Financial Manager

As part of the Senior Management Team, maintained all accounting systems for this \$11m manufacturing company: G/L, A/R including collections, A/P, fixed assets, payroll, Personnel/Human Resources, state sales taxes, cash flow analysis and projection, financial report generation, and budgets.

Responsible for computer network, all telecommunication needs, maintain rental property - collect rent, building maintenance and upkeep, negotiate and prepare lease agreements.

EDUCATION:

1996-1999:

PLYMOUTH STATE UNIVERSITY, Plymouth, NH - Master of Business Administration Program

M.B.A. - Graduated with Honors -GPA 3.88/4.00; Member of Delta Mu Delta - National Honor Society

1987 - 1991:

UNIVERSITY OF NEW HAMPSHIRE, Durham, NH - Whittemore School of Business and Economics

B.S. in Business Administration

SOFTWARE RESOURCES:

Microsoft Great Plains Dynamics ERP (Project Accounting, A/R, A/P, Sales Order Processing); SAP ERP (Credit Management, A/R, Order Entry); Solomon Accounting; Microsoft Excel, Word, and PowerPoint; Lotus 1-2-3; Dbase IV.

Kassie Marie Eafrazi

Education and Certifications

NH Certified Early Childhood Educator: Preschool through Third Grade
Certificate #104652 Expires 6/30/2022

Tufts University, Medford, MA September 2010-August 2011
Degree: M.A., Child Development

University of New England, Biddeford, ME September 2006-May 2010
Degree: B.A., Psychology with secondary focus on Sociology

Work Experience

12/2021-Present, Regional Mental Health Administrator, Northern Human Services

- Establish and oversee (which will be tracked locally in a shared) folder training programs for staff in Corporate Compliance, HIPAA and other applicable areas related to quality improvement and compliance
- Assists in budget and contract development and interprets information related to these processes
- Acts as liaison with State Bureaus providing funding to assure contract compliance
- Assumes responsibility for overseeing Corporate Compliance functions
- Assumes responsibility for overseeing Quality Improvement functions

1/2018-12/2021, Director of Behavioral Health, NHS Mental Health, Berlin, NH

- Oversight of all mental health programs offered through NHS in Berlin/Gorham region
- Manage several programs that span multiple locations including: Drug Treatment Court, Victim of Crimes Assistant, Infant Mental Health, Rapid Response Grant, Emergency Services
- Manage budget around 5 million per year
- Supervise four program directors with staff totaling 60+ employees
- Manage contracts with local communities and organizations
- Manage grants from state, federal, and anonymous funders

03/2016-01/2018, Infant/Early Childhood Mental Health Program Director, NHS Mental Health, Berlin, NH

- Carry a small caseload and complete all responsibilities as a children's mental health case manager and functional support specialist
- Complete all administrative responsibilities as program director, including data collection and writing the grant report
- Promote program to community and continue to be an active member of several community programs, boards, and projects
- Work as a consultant to help provide children with the best quality of care from child care centers in Coos County

11/2015-01/2018, Program Consultant, Preschool Technical Assistant Network, Bedford, NH

- Obtain and maintain CDB Early Childhood Master Professional: Program Consultant- expires 11/23/218.
- Participate in Trauma Informed Early Childhood Services (TIECS) initial training and monthly reflective practice calls to provide (TIECS) informed consultations
- Work collaboratively with child care centers reaching out for various types of consultations (classroom, individual children, teacher, etc.)
- Collaborate with other agencies in consultation with child care centers including schools, mental health, early supports, family resource center, etc.

07/12-Present, NH Certified Early Childhood Educator, NHS Family Centered Early Supports and Services, Conway, NH

- Complete intake, evaluation, determine eligibility, complete IFSP and provide direct services as well as service coordination and case management
- Work as a part of several teams: DCYF, SAU special education teams, infant mental health, primary care physicians and specialists, contractors providing early intervention, SEE Change leadership team
- Transition children from early supports to special education, preschool, and/or other programs/services
- Create strong, working relationships with parents and caregivers
- Consult with child care providers

Related Experience

- Member of Community Partnership Network 2nd Leadership Cohort through Neil and Louise Tillotson Foundation
- Actively engaged in Coos Coalition leadership team and subcommittees focusing on maternal depression, parenting, professional development, and watch me grow

Professional Memberships/Certifications/Trainings

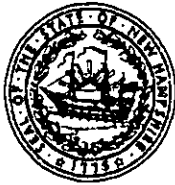
Board of Directors Member: NH Association of Infant Mental Health (President)
Coos County Child Advocacy Center (Secretary)
Great North Woods Community Foundation (Co-Chair)
Coos County Family Health Center (Vice President)
NH Children's Health Foundation

Certificates: Growing Great Kids Tiers 1-3 and Supervisor
Early Childhood and Family Mental Health Credential
NH Early Childhood Master Professional: Program Consultant
Mind in the Making Facilitator
Trauma Informed Early Childhood Services Highly Qualified Consultant
Positive Solutions for Families Facilitator

CONTRACTOR NAME

Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Suzanne Gaetjens-Oleson, LCMHC	CEO	\$0
Dale Heon	CFO	\$0
Kassie Eafrati	Regional MH Admin/COO- MH	\$0



Lori A. Shibinette
Commissioner

Katja S. Fox
Director

21 mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 4

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,517,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 3 of 4

The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX06SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083484

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$645,304	\$0	\$645,304
2021	102-500731	Contracts for program services	92204117	\$661,268	\$87,180	\$748,448
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,816,551	\$1,816,551
		Subtotal		\$1,328,722	\$1,816,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$69,885	\$427,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
		Subtotal		\$6,669,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$748,765	\$0	\$748,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
		Subtotal		\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
		Subtotal		\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,825	\$999,825
		Subtotal		\$1,485,274	\$1,321,825	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
		Subtotal		\$227,824	\$60,000	\$287,824

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
		Subtotal		\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
		Subtotal		\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
		Subtotal		\$14,000	\$341,363	\$355,363

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
Subtotal				\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$653,326	\$653,326
Subtotal				\$26,000	\$653,326	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
Subtotal				\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
Subtotal				\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
Subtotal				\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
Subtotal				\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
Subtotal				\$167,892	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$128,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$897,596	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
Subtotal				\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
Subtotal				\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Northern Human Services ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019 (Item #29), and February 19, 2020 (Item #12) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$4,477,380.
3. Modify Exhibit A, Amendment #2, Scope of Services and Exhibit A-1, Glenclyff Home In-Reach Services by replacing them in their entirety with Exhibit A - Amendment #3, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
5. Add Exhibit K, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/14/2021

Date

DocuSigned by:

Katja Fox

ED0005B04C83442...

Name: Katja Fox

Title: Director

Northern Human Services

6/11/2021

Date

DocuSigned by:

Eric Johnson

284F15CCBB09418

Name: Eric Johnson

Title: CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/14/2021

Date

DocuSigned by:



Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 3

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 1. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay within their home and community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenclyff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

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The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

Northern Human Services

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- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of children and youth clients' needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for:
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount; and
 - 3.4.2. The full cost of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.
4. **System of Care Grant (SoC) Activities with the New Hampshire Department of Education (NH DOE) (REGIONS 1)**
 - 4.1. The Contractor shall participate in local comprehensive planning processes with the NH DOE, on topics and tools that include, but are not limited to:
 - 4.1.1. Needs assessment.
 - 4.1.2. Environmental scan.
 - 4.1.3. Gaps analysis.
 - 4.1.4. Financial mapping.
 - 4.1.5. Sustainability planning.
 - 4.1.6. Cultural linguistic competence plan.
 - 4.1.7. Strategic communications plan.
 - 4.1.8. SoC grant project work plan.
 - 4.2. The Contractor shall participate in ongoing development of a Multi-Tiered System of Support for Behavioral Health and Wellness (MTS-B) within participating school districts.
 - 4.3. The Contractor shall utilize evidence based practices (EBPs) that respond to identified needs within the community including, but not limited to:
 - 4.3.1. MATCH-ADTC.
 - 4.3.2. All EBPs chosen for grant project work that support participating school districts' MTS-B.

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- 4.4. The Contractor shall maintain and strengthen collaborative, working relationships with participating school districts within the region which includes, but is not limited to:
 - 4.4.1. Developing and utilizing a facilitated referral process.
 - 4.4.2. Co-hosting joint professional development opportunities.
 - 4.4.3. Identifying and responding to barriers to access for local families and youth.
- 4.5. The Contractor shall maintain an appropriate full time equivalent (FTE) staff who is a full-time, year-round School and Community Liaison. The Contractor shall:
 - 4.5.1. Ensure the FTE staff is engaging on a consistent basis with each of the participating schools in the region in person or by remote access to support program implementation.
 - 4.5.2. Hire additional staff positions to ensure effective implementation of a System of Care.
 - 4.5.3. Work with the identified school district, the Department and DOE to identify schools to be prioritized.
- 4.6. The Contractor shall provide appropriate supervisory, administrative and fiscal support to all project staff dedicated to SoC Grant Activities.
- 4.7. The Contractor shall designate staff to participate in locally convened District Community Leadership Team (DCLT) and all SoC Grant Activities-focused meetings, as deemed necessary by either NH DOE or the Department.
- 4.8. The Contractor shall actively participate in the SoC Grant Activities evaluation processes with the NH DOE, including collecting and disseminating qualitative and quantitative data, as requested by the Department.
- 4.9. The Contractor shall conduct National Outcomes Measures (NOMs) surveys on all applicable tier 3 supports and services to students and their families at the SoC grant project intervals, as determined by the Department.
- 4.10. The Contractor shall abide by all federal and state compliance measures and ensure SoC grant funds are expended on allowable activities and expenses, including, but not limited to a Marijuana (MJ) Attestation letter.
- 4.11. The Contractor shall maintain accurate records of all in-kind services from non-federal funds provided in support of SoC Grant Activities, in accordance with NH DOE guidance.

5. Renew Sustainability (Rehabilitation for Empowerment, Education, and Work)

- 5.1. The Contractor shall provide the Rehabilitation for Empowerment, Education and Work (RENEW) intervention with fidelity to transition-aged youth who qualify for state-supported community mental health services, in accordance

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with the University of New Hampshire (UNH) -Institute On Disability (IOD) model.

- 5.2. The Contractor shall obtain support and coaching from the IOD at UNH to improve the competencies of implementation team members and agency coaches.

6. Division for Children, Youth and Families (DCYF)

- 6.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 6.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

7. Crisis Services

- 7.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 7.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.
- 7.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 7.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.
- 7.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
 - 7.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 7.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 7.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is

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the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:

- 7.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH; and
- 7.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 7.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
 - 7.7.1. One (1) Master's level clinician.
 - 7.7.2. One (1) peer support specialist as defined by HeM 426.13(d)(4).
 - 7.7.2.1. Bachelor's level staff, or a Certified Recovery Support Worker (CRSW) may be substituted into the peer role up to 50% of FTE peer allocation
 - 7.7.3. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 7.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 7.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transforming crisis services for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
 - 7.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 7.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 7.9.3. The plan to meet each performance measure over time.
 - 7.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 7.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.

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- 7.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
 - 7.11.1. The location of the crisis.
 - 7.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 7.11.3. Any accommodations needed.
 - 7.11.4. Treatment history of the individual, if known.
- 7.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 7.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental Health Services Administration (SAMHSA).
- 7.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 7.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 7.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
 - 7.16.1. Face-to-face assessments.
 - 7.16.2. Disposition and decision making.
 - 7.16.3. Initial care and safety planning.
 - 7.16.4. Post crisis and stabilization services.
- 7.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.

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- 7.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community or via telehealth, as appropriate, within one (1) hour of the request ensuring:
- 7.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer and/or BS and/or CRSW if occurring at locations based on individual and family choice that include but are not limited to:
 - 7.18.1.1. In or at the individual's home.
 - 7.18.1.2. In an individual's school setting.
 - 7.18.1.3. Other natural environments of residence, including foster homes.
 - 7.18.1.4. Community settings.
 - 7.18.1.5. Peer run agencies
 - 7.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 7.18.2.1. Schools.
 - 7.18.2.2. Jails.
 - 7.18.2.3. Police departments.
 - 7.18.2.4. Emergency Departments.
 - 7.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.
 - 7.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
 - 7.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 7.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
 - 7.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 7.18.6.1. Obtaining a client's mental health history including, but not limited to:

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- 7.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 7.18.6.1.2. Substance misuse.
 - 7.18.6.1.3. Social, familial and legal factors.
 - 7.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 7.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
 - 7.18.6.4. Conducting a mental status exam.
- 7.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 7.18.7.1. Staying in place with:
 - 7.18.7.1.1. Stabilization services;
 - 7.18.7.1.2. A safety plan; and
 - 7.18.7.1.3. Outpatient providers.
 - 7.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 7.18.7.3. Admission to peer respite.
 - 7.18.7.4. Voluntary hospitalization.
 - 7.18.7.5. Initiation of Involuntary Emergency Admission (IEA).
 - 7.18.7.6. Medical hospitalization.
- 7.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:
 - 7.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.
 - 7.19.2. Are provided in the individual and family home, as desired by the individual.
 - 7.19.3. Stabilization services are implemented using methods that include, but are not limited to:
 - 7.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight

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- (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:
 - 7.19.3.1.1. Promoting recovery.
 - 7.19.3.1.2. Building upon life, social and other skills.
 - 7.19.3.1.3. Offering support.
 - 7.19.3.1.4. Facilitating referrals.
- 7.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.
- 7.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:
 - 7.19.3.3.1. Cognitive Behavior Therapy (CBT).
 - 7.19.3.3.2. Dialectical Behavior Therapy (DBT).
 - 7.19.3.3.3. Solution-focused therapy.
 - 7.19.3.3.4. Developing concrete discharge plans.
 - 7.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.
- 7.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.
- 7.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
 - 7.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 7.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.
 - 7.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of

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the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:

- 7.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.
- 7.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
- 7.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
- 7.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 7.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;
 - 7.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 7.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;
 - 7.20.4.4. Coordinating with homeless outreach services; and
 - 7.20.4.5. Conducting outreach to at-risk seniors programming.
- 7.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
 - 7.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 7.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 7.21.1.2. Facilitate response of dispatched teams; and
 - 7.21.1.3. Resolve the crisis intervention.
 - 7.21.2. Connection to the designated resource tracking system.

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- 7.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 7.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
 - 7.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 7.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 7.22.2.1. Number of unique individuals who received services.
 - 7.22.2.2. Date and time of mobile arrival.
 - 7.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 7.22.3.1. Diversions from hospitalizations;
 - 7.22.3.2. Diversions from Emergency Rooms;
 - 7.22.3.3. Services provided;
 - 7.22.3.4. Location where services were provided;
 - 7.22.3.5. Length of time service or services provided;
 - 7.22.3.6. Whether law enforcement was involved for safety reasons;
 - 7.22.3.7. Whether law enforcement was involved for other reasons;
 - 7.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 7.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 7.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 7.22.3.10.1. Remained in home.
 - 7.22.3.10.2. Hospitalization.
 - 7.22.3.10.3. Crisis stabilization services.
 - 7.22.3.10.4. Crisis apartment.

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7.22.3.10.5. Emergency department.

- 7.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.

8. Adult Assertive Community Treatment (ACT) Teams

- 8.1. The Contractor shall maintain one (1) full Adult ACT Team in Carroll County and two (2) Mini Adult ACT Teams in the Berlin and Littleton locations that meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00 A.M. The Contractor shall ensure:

8.1.1. Adult ACT Teams deliver comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.

8.1.2. The Carroll County Adult ACT Team is composed of at least ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent certified peer specialist.

8.1.3. The Carroll County Adult ACT Team includes an individual trained to provide substance misuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.

8.1.4. Caseloads for Carroll County Adult ACT Team serve no more than twelve (12) individuals per Carroll County Adult ACT Team member, excluding the psychiatrist who will have no more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.

8.1.5. Berlin Mini Adult ACT Team shall consist of 1: 6.49 or more dedicated staff

8.1.6. Littleton Mini Adult ACT Team shall consist of 1: 5.39 or more dedicated staff

- 8.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:

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- 8.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.
- 8.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.
- 8.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
 - 8.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 8.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
 - 8.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 8.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with Department contracted Medicaid Managed Care Organizations. The Contractor shall:
 - 8.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
 - 8.4.2. Screen for ACT per Administrative Rule He-M 426.08, Psychotherapeutic Services.
 - 8.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
 - 8.4.4. Make a referral for an ACT assessment within (7) days of:
 - 8.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.

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- 8.4.4.2. The Contractor shall complete such assessments for ACT services within seven (7) days of an individual being referred for an ACT assessment.
- 8.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
- 8.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:
 - 8.4.6.1. Extended hospitalization or incarceration.
 - 8.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 8.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 8.4.7.1. To exceed caseload size requirements, or
 - 8.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.
- 9. **Evidence-Based Supported Employment (EBSE)**
 - 9.1. The Contractor shall gather employment status for all adults with Severe Mental Illness (SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
 - 9.2. The Contractor shall report the employment status for all adults with SMI/SPMI to the Department in the format, content, completeness, and timelines specified by the Department for individuals indicating a need for EBSE.
 - 9.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment (SE) team within seven (7) days.
 - 9.4. The Contractor shall deem the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
 - 9.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.

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- 9.6. The Contractor shall ensure EBSE services include, but are not limited to:
- 9.6.1. Job development.
 - 9.6.2. Work incentive counseling.
 - 9.6.3. Rapid job search.
 - 9.6.4. Follow along supports for employed individuals.
 - 9.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
- 9.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
- 9.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 9.7.2. Implement such solutions within 45 days.
- 9.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 9.9. The Contractor shall ensure SE staff receive:
- 9.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.
 - 9.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.
- 10. Work Incentives Counselor Capacity Building**
- 10.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 10.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
- 10.2.1. Connecting individuals with, and assisting individuals with applying for, Vocational Rehabilitation services, ensuring a smooth referral transition.
 - 10.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
 - 10.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.


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- 10.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
 - 10.3.1. Increase financial independence;
 - 10.3.2. Accept pay raises; or
 - 10.3.3. Increase earned income.
- 10.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
 - 10.4.1. SSA disability programs;
 - 10.4.2. SSI income programs;
 - 10.4.3. Medicaid, Medicare;
 - 10.4.4. Housing Programs; and
 - 10.4.5. Food stamps and food subsidy programs.
- 10.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
 - 10.5.1. The number of benefits orientation presentations provided to individuals.
 - 10.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 10.5.3. The number of individuals who engage in SE services, including:
 - 10.5.3.1. The percentage of individuals seeking part-time employment.
 - 10.5.3.2. The percentage of individuals seeking full-time employment.
 - 10.5.3.3. The number of individuals who increase employment hours to part-time and full-time.
- 10.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 10.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.

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- 10.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
- 10.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 10.8.2. An increase in Individual Placement in both part-time and full-time employment; and
 - 10.8.3. Improved fidelity outcomes specifically targeting:
 - 10.8.3.1. Work Incentives Planning; and
 - 10.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.

11. Coordination of Care from Residential or Psychiatric Treatment Facilities

- 11.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
- 11.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
- 11.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 11.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
- 11.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 11.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests

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an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.

- 11.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 11.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 11.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 11.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenclyff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

12. COORDINATED CARE AND INTEGRATED TREATMENT

12.1. Primary Care

- 12.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.

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- 12.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:
 - 12.1.2.1. Monitor health;
 - 12.1.2.2. Provide medical treatment as necessary; and
 - 12.1.2.3. Engage in preventive health screenings.
- 12.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 12.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.
- 12.2. Substance Misuse Treatment, Care and/or Referral
 - 12.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:
 - 12.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.
 - 12.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual who screens positive for substance use.
 - 12.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
 - 12.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.
 - 12.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.
- 12.3. Peer Supports

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12.3.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:

12.3.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.

12.3.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.

12.3.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.

12.4. Transition of Care with MCO's

12.4.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

13. Supported Housing

13.1. The Contractor shall stand up a minimum of six (6) new supported housing beds including, but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:

13.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:

13.1.1.1. Type of supported housing beds.

13.1.1.2. Staffing plan.

13.1.1.3. Anticipated location.

13.1.1.4. Implementation timeline.

13.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:

13.1.2.1. Number of referrals received.

13.1.2.2. Number of individuals admitted.

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13.1.2.3. Number of people transitioned into other local community residential settings.

14. CANS/ANSA or Other Approved Assessment

14.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:

14.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and

14.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.

14.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.

14.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:

14.3.1. Utilized to develop an individualized, person-centered treatment plan.

14.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.

14.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.

14.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.

14.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.

14.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.

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- 14.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 14.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.
- 15. Pre-Admission Screening and Resident Review**
- 15.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
- 15.2. Upon request by the Department, the Contractor shall:
- 15.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
- 15.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
- 15.2.2.1. Requires nursing facility care; and
- 15.2.2.2. Has active treatment needs.
- 16. Application for Other Services**
- 16.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contract shall assist with applications that may include, but are not limited to:
- 16.1.1. Medicaid.
- 16.1.2. Medicare.
- 16.1.3. Social Security Disability Income.
- 16.1.4. Veterans Benefits.
- 16.1.5. Public Housing.
- 16.1.6. Section 8 Subsidies.
- 17. Community Mental Health Program (CMHP) Status**
- 17.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.

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- 17.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

18. Quality Improvement

- 18.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 18.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
- 18.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 18.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 18.2.3. Support the efforts of the Department to conduct the survey.
 - 18.2.4. Encourage all individuals sampled to participate.
 - 18.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 18.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 18.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.

19. Maintenance of Fiscal Integrity

- 19.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.
- 19.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 19.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:

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19.3.1. Days of Cash on Hand:

19.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.

19.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.

19.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.

19.3.2. Current Ratio:

19.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.

19.3.2.2. Formula: Total current assets divided by total current liabilities.

19.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.

19.3.3. Debt Service Coverage Ratio:

19.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.

19.3.3.2. Definition: The ratio of Net Income to the year to date debt service.

19.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.

19.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).

19.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.

19.3.4. Net Assets to Total Assets:

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- 19.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
 - 19.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
 - 19.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
 - 19.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
 - 19.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 19.4. In the event that the Contractor does not meet either:
- 19.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
 - 19.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
 - 19.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
 - 19.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
 - 19.4.2.3. The Department may request additional information to assure continued access to services.
 - 19.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 19.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement.
- 19.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.

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- 19.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 19.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 19.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.
- 20. Reduction or Suspension of Funding**
- 20.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
- 20.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.
- 20.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:
- 20.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.
- 20.3.2. Emergency services for all individuals.
- 20.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.
- 20.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M 609.
- 21. Elimination of Programs and Services by Contractor**
- 21.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.
- 21.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.

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- 21.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.
- 21.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.
- 21.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.
- 21.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

22. Data Reporting

- 22.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.
- 22.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 22.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 22.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 22.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
 - 22.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.

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- 22.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
- 22.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
- 22.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
- 22.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 22.5.5.1. All data is formatted in accordance with the file specifications;
 - 22.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 22.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 22.6. The Contractor shall meet the following standards:
 - 22.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 22.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
 - 22.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 22.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
 - 22.7.1. The waiver length shall not exceed 180 days.
 - 22.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 3

22.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.

22.7.4. Failure of the Contractor to implement the plan may require:

22.7.4.1. Another plan; or

22.7.4.2. Other remedies, as specified by the Department.

23. Behavioral Health Services Information System (BHSIS)

23.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:

23.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:

23.2.1. Rewrites to database and/or submittal routines.

23.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.

23.2.3. Software and/or training purchased to improve data collection.

23.2.4. Staff training for collecting new data elements.

23.2.5. Development of any other BMHS-requested data reporting system.

23.3. Progress Reports from the Contractor that:

23.3.1. Outline activities related to Phoenix database;

23.3.2. Include any costs for software, scheduled staff trainings; and

23.3.3. Include progress to meet anticipated deadlines as specified.

24. Specialty Housing Provisions

24.1. The Contractor shall continue* providing intensive residential treatment services for individuals at high risk of admission to NHH within the Northern Human Services catchment area to support the Housing and Urban Development (HUD) requirement of the Gilpin Community Residence to move from the provision of transitional housing to permanent supported housing.

24.2. The Contractor shall ensure funds are applied to support the staffing costs at the Gilpin Community Residence, 145 High Street, Littleton, NH and to the extent possible, the Kearsarge Community Residence, 138 Kearsarge Street, North Conway, NH to enhance staffing support.

24.3. The Contractor shall submit data to the Department, as requested.

24.4. Reimbursements will be based on costs in accordance with Exhibit B Amendment #3.

Northern Human Services

Exhibit A – Amendment #3

Contractor Initials

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Exhibit A Amendment # 3

25. Deaf Services

- 25.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.
- 25.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation for disposition and treatment planning, as appropriate.
- 25.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.
- 25.4. The Contractor shall ensure services are client-directed, which may result in:
 - 25.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;
 - 25.4.2. Care being shared across the regions; or
 - 25.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.

26. Glenclyff Home In-Reach Liaison

- 26.1. The Contractor shall ensure In-Reach services are available to residents at the Glenclyff Home through an In-Reach Liaison who:
 - 26.1.1. Assists residents with exploring options for living in the community;
 - 26.1.2. Provides information to residents relative to community-based opportunities;
 - 26.1.3. Assists residents with acquiring skills to be active members of the community; and
 - 26.1.4. Offers support to enable individuals to venture out and participate in community-based re-engagement opportunities.
- 26.2. The Contractor shall ensure the In-Reach Liaison coordinates access to Glenclyff Home residents; scheduling and transportation; and other services with the Department-designated Glenclyff Home staff.
- 26.3. The Contractor shall ensure the In-Reach Liaison abides by Glenclyff Home policies and practices identified as applicable to the In-Reach Liaison by the Department.
- 26.4. The Contractor shall ensure the In-Reach Liaison prioritizes In-Reach service delivery to residents identified by Department-designated Glenclyff Home staff, as most appropriate and in need of In-Reach services.

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Exhibit A Amendment # 3

- 26.5. The Contractor shall ensure the In-Reach Liaison collaborates with the resident, Glenclyff Home staff, and community providers to achieve the goals identified in the resident's transition plan.
- 26.6. The Contractor shall ensure the In-Reach Liaison works in partnership with residents, staff at Glenclyff Home, guardians, if applicable, and community-based providers and agencies to assist residents with their planning and transition process.
- 26.7. The Contractor shall ensure the In-Reach Liaison:
 - 26.7.1. Supports case coordination and transition planning efforts currently in place at Glenclyff Home.
 - 26.7.2. Engages in shared learning with Glenclyff Home residents regarding the values of integrated community-based living.
 - 26.7.3. Provides information, testimonials, and resources, through group educational sessions and individual consultations, on the array of services and supports available to assist residents successfully return to community-based living.
 - 26.7.4. Addresses residents' regional and cultural preferences; special medical needs; behavioral health-related issues; and similar concerns that may arise.
- 26.8. The Contractor shall ensure the In-Reach Liaison provides an array of support services that may include, but are not limited to:
 - 26.8.1. Meeting with residents to discuss placement options and assist with application submissions, which include follow-ups, as necessary, to facilitate timely placements that meet residents' goals, needs, and preferences.
 - 26.8.2. Developing working relationships with community providers, property management entities, realtors, and other community resources as needed, to identify additional community placement partners interested in creating residential options to meet residents' transition needs.
 - 26.8.3. Participating in transition planning meetings and working with the applicable team to identify opportunities and resolve barriers in order to facilitate timely and successful transitions.
 - 26.8.4. Arranging, facilitating, and transporting residents to engage in community-based opportunities that may include, but are not limited to visiting community providers and agencies as well as housing options.

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Exhibit A Amendment # 3

- 26.9. The Contractor shall submit monthly reports that include information to determine the achievement of anticipated performance outcomes associated with the In-Reach services provided during the previous month.
- 26.10. The Contractor shall ensure monthly reporting demonstrates:
- 26.10.1. Residents have a better awareness of the benefits of community-based living, as evidenced by:
 - 26.10.1.1. Attending group presentations provided or facilitated by the In-Reach Liaison that include information, testimonials, and resources about the broad array of services and supports available to help residents successfully return to community-based living.
 - 26.10.1.2. Meeting with the In-Reach Liaison to discuss the service array of community mental health services for which the resident may benefit from receiving if the resident transitioned to community living, which may include, but are not limited to:
 - 26.10.1.2.1.1. Assertive Community Treatment (ACT).
 - 26.10.1.2.1.2. Supported Housing.
 - 26.10.1.2.1.3. Supported Employment.
 - 26.10.1.2.1.4. Residential placement options.
 - 26.10.2. Residents are better prepared to return to community-based living, as evidenced by:
 - 26.10.2.1. Engaging in shared learning activities with the In-Reach Liaison around the values of integrated community-based living.
 - 26.10.2.2. Meeting with the In-Reach Liaison and, when applicable, family members, guardian, Glenclyff Home staff, and other specified supports to identify concerns or reservations regarding community-based living and developing strategies to address or resolve such concerns and reservations.
 - 26.10.2.3. Community stakeholders, who are potential service and housing providers for Glenclyff Home residents upon re-entry to the community, are better prepared to participate and collaborate in transition planning activities and to provide needed community-based services as well as housing opportunities to residents, as evidenced by:

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**New Hampshire Department of Health and Human Services
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Exhibit A Amendment # 3

- 26.10.2.3.1. Participating in resident-specific transition discussions, with the In-Reach Liaison, to identify the potential appropriateness and ability of stakeholders to provide services to the resident upon return to community-based living and, when applicable, identify barriers that need to be addressed; and
 - 26.10.2.3.2. Meeting with the In-Reach Liaison, the resident, and applicable family members or guardian, as applicable, to introduce and orient the resident to the potential service provision or placement site opportunities the stakeholder may be able to provide to the resident should the resident return to community-based living.
- 26.11. The Contractor shall, within thirty (30) days of hiring the In-Reach Liaison, collaborate with the Department to finalize the data elements to be captured and reported on a monthly basis to demonstrate the degree to which performance outcomes specified above are achieved.
- 26.12. All reporting is subject to Department approval.

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B - Amendment #3



Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 96.15% General funds.
 - 1.2. 0.61% Other funds. Behavioral Health Services Information System (BHSIS), U.S. Department of Health and Human Services
 - 1.3. 3.24% Balancing Incentive Program (BIP) as awarded on 3/1/2012, by the U.S. Department of Health and Human Services, Centers for Medicare & Medicaid Services (CMS) CFDA 93.778, FAIN#05-1505NHBIPP.
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.8 for the services provided by the Contractor pursuant to Exhibit A, Amendment #3 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #3 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget on a Department-provided template, within twenty (20) business days from the contract effective date, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.
8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the below table define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units

New Hampshire Department of Health and Human Services Mental Health Services

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38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 5,310	\$ 5,310	\$ 5,310	\$ 5,310	\$ 5,310
Emergency Services	\$ 98,304	\$ 98,304	\$ 98,304	\$ 98,304	\$ 98,304
Crisis Service Transformation Including Mobile Crisis (effective SFY 22)					\$ 894,884
Assertive Community Treatment Team (ACT) - Adults	\$ 255,000	\$ 255,000	\$ 480,000	\$ 480,000	\$ 480,000
ACT Enhancement Payments		\$ 25,000	-	-	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)	\$ 4,000	-	\$ 5,000	\$ 5,000	\$ 5,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 3,945	\$ 3,945	\$ 6,000	\$ 6,000	\$ 6,000
Housing Bridge Start Up Funding		\$ 25,000			
Specialty Residential Services Funding			\$ 45,000	\$ 45,000	\$ 45,000
Alternative and Crisis Housing Subsidy	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
General Training Funding		\$ 10,000	-	-	\$ 5,000
System Upgrade Funding		\$ 30,000	-	-	\$ 15,000
Glenclyff Home In-Reach Services		-	\$ 132,122	\$ 15,963	\$ 93,743
VR Work Incentives		-	-	-	\$ 80,000
System of Care 2.0		-	-	-	\$ 263,028
Total	\$393,559	\$ 479,559	\$ 798,736	\$ 682,577	\$ 2,035,769

9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.

9.2.1. The Contractor shall provide invoices on Department supplied forms.

9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.

9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.

9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.

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- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:
- Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301
- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department-approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of **\$73.75** per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlined in Exhibit A, Amendment #3 Scope of Services, Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients as defined in Exhibit A, Amendment #3 Scope of Services, Provision of Crisis Services. Effective July 1, 2021, the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:
- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule located at NHMMIS.NH.gov.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services received, the Contractor shall directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services received, and for operational costs contained in Exhibits B, Amendment #3 Method and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor shall directly bill the Department to access contract funds provided through this Agreement.
- 9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:
- 9.7.4.1.1. First and last name of client.
- 9.7.4.1.2. Date of birth.
- 9.7.4.1.3. Medicaid ID Number.
- 9.7.4.1.4. Date of Service identifying date, units, and any possible third party reimbursement received.
- 9.7.5. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in the Department-approved budget.

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- 9.7.5.1. The Contractor shall provide a Mobile Crisis Budget within twenty (20) business days from the contract effective date on a Department-provided template for Department approval.
- 9.7.5.2. Law enforcement is not an authorized expense.
- 9.8. Crisis Services Transformation Including Mobile Crisis: Funding is subject to the transformation of crisis services as evidenced by achieving milestones identified in the transition plan in Exhibit A, Amendment #3 Scope of Services, and subject to the terms as outlined above.
- 9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by the Department based on the start-up amount of **\$87,180**; the total of all such payments shall not exceed the specified start-up amount total and shall not exceed the total expenses actually incurred by the Contractor for the start-up period. All Department payments to the Contractor for the start-up period shall be made on a cost reimbursement basis.

Startup Costs	Total Cost
Recruitment Startup	\$50,000.00
IT Equipment, Supplies, & Consultation	\$27,840.00
Indirect Cost Limit at 12%	\$9,340

- 9.10. Assertive Community Treatment Team (ACT) Adults: The Contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Amendment #3 Scope of Services, Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$480,000
	Agencies may choose one of the following for a total of five (5) one (1) time payments of \$5,000.00. Each item may only be reported on one (1) time for payment. <ol style="list-style-type: none"> Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 and 20 Fidelity Review. Agency receives a four (4) or higher score on their SFY 19 and 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services. 	
	ACT Incentives may be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 may be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.	\$25,000 in SFY 2019, \$12,500 per SFY for 2022
ACT Enhancements	Intensity of services must be measured between 50-84 minutes of services per client per week on average.	

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	Frequency of service for an individual must be between 2-3 times per client per week.	
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- 9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #3 Scope of Services.
- 9.12. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #3 Scope of Services. The breakdown of this funding per SFY, effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION/RECERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

- 9.13. RENEW Sustainability Continuation: The Department shall reimburse the Contractor for RENEW activities outlined in Exhibit A Amendment #2, RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed **\$6,000** annually. Funding can be used for training of new facilitators; training for an internal coach; coaching Institute on Disability IOD for facilitators, coach, and implementation teams; and travel costs.
- 9.14. Housing Support Services including Bridge: The Contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #3 Scope of Services, in SFY 2019.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One-time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A – Amendment #1	One-time payment	\$10,000

- 9.15. Specialty Residential Funding: Funding to support housing services as outlined in Exhibit A, Amendment #3, Scope of Services.
- 9.16. Alternative and Crisis Housing Subsidy: Funding to support staffing and building maintenance as outlined in Exhibit A, Amendment #3 Scope of Services.
- 9.17. General Training Funding: Funds are available in SFY 2019 and SFY2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.18. System Upgrade Funding: Funds are available in SFY 2019 and SFY2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #3 Method and Conditions Precedent to Payment, ensuring invoices specify purposes for use of funds.
- 9.19. Glencliff Home In-Reach Services: Funding to support staffing and services as outlined in Exhibit A, Amendment #3 Scope of Services.
- 9.20. System of Care 2.0: Funds are available in SFY 2022 to support a School Liaison position and associated program expenses as outlined in the below budget table.

**New Hampshire Department of Health and Human Services
Mental Health Services****Exhibit B - Amendment #3**

School Liaison and Supervisory Positions & Benefits	\$130,000
Program Staff Travel	\$12,075
Program Office Supplies, Copying and Postage	\$8,700
Implementation Science and MATCH-ADTC Training for CMHC staff	\$7,500
Professional development for CMHC staff in support of grant goals and deliverables	\$30,000
Expenses incurred in the delivery of services not supported by Medicaid, private insurance, or other source	\$60,000
Indirect Costs (not to exceed 6%)	\$14,753
Total	\$263,028

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #3

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #3

DHHS Information Security Requirements



7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #3

DHHS Information Security Requirements



3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

New Hampshire Department of Health and Human Services

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access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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New Hampshire Department of Health and Human Services

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infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
 1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doiit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

New Hampshire Department of Health and Human Services

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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New Hampshire Department of Health and Human Services

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VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Lori A. Shilbinette
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

February 3, 2020

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend an existing agreement with the vendor listed in bold below to provide non-Medicaid community mental health services, by increasing the total price limitation by \$148,085 from \$27,704,816 to \$27,852,901 with no change to the completion date of June 30, 2021, effective upon Governor and Executive Council approval. 89% Federal Funds, 11% General Funds.

The Governor and Executive Council approved the original agreements on June 21st, 2017 (Late Item A), which were subsequently amended as approved by the Governor and Executive Council as indicated in the table below.

Vendor	Current Budget	Increase / (Decrease) Budget	Total Budget	Contract History
Northern Human Services	\$2,206,346	\$148,085	\$2,354,431	O: 6/21/17, Late Item A A1: 6/19/19, #29
West Central Services DBA West Central Behavioral Health	\$1,401,218	\$0	\$1,401,218	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	\$1,447,650	\$0	\$1,447,650	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	\$1,810,770	\$0	\$1,810,770	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	\$1,702,040	\$0	\$1,702,040	O: 6/21/17, Late Item A A1: 6/19/19, #29
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	\$5,262,612	\$0	\$5,262,612	O: 6/21/17, Late Item A A1: 9/13/17, #15 A2: 12/19/18, #19 A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	\$6,897,278	\$0	\$6,897,278	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	\$3,668,718	\$0	\$3,668,718	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	\$1,389,362	\$0	\$1,389,362	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	\$1,918,822	\$0	\$1,918,822	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
Total	\$27,704,816	\$148,085	\$27,852,901	

His Excellency, Governor Christopher T. Sununu
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Funds are available in the following account(s) for State Fiscal Year 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

The agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide in-reach liaison services that will facilitate collaboration between individuals residing in the Glenciff Home and the statewide network of community mental health centers.

The purpose of this request is to add an In-Reach liaison to the Northern Human Services community mental health center team to provide in-reach services that include meeting with Glenciff Home residents and staff, and applicable community mental health center staff, to support and facilitate resident transitions back to the community. The liaison will help residents explore options for community living and will support transition planning. The Glenciff Home is within the Northern Human Services community mental health region. The In-Reach liaison will serve as the designated liaison to all ten (10) community mental health centers.

The Glenciff In-Reach liaison will provide in-reach services to approximately 100 individuals from March 1, 2020 through June 30, 2021. Approximately 45,000 adults, children and families statewide are served by the community mental health centers.

The community mental health center contracts provide mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services. These contracts and services also support compliance with the Community Mental Health Agreement.

Community Mental Health Agreement services build resiliency, promote recovery, reduce inpatient hospital utilization and improve community tenure. The In-Reach liaison supports transitions for identified residents by providing services including, but not limited to: engaging in shared learning with Glenciff Home residents regarding the values of integrated community-based living; addressing residents' regional and cultural preferences, special medical needs, behavioral health-related issues and similar concerns; collaborating with residents, guardians, Glenciff Home staff, and community providers to achieve resident transition plan goals; meeting with residents to discuss their living preferences and assist with submitting applications for those options; and developing working relationships with community providers, property management entities, and other community resources to identify community-based living options that meet residents' transition needs. These services are within the scope authorized under the Community Mental Health Agreement.

The Department effectiveness in delivering services will be measured through the monitoring of the following performance measures:

- Glenciff Home residents have a better awareness of the benefits of community-based living;
- Glenciff Home residents are better prepared to return to community-based living; and
- Community stakeholders, including providers, are better prepared to participate and collaborate in transition planning activities, and to provide needed community-based services and housing opportunities to Glenciff Home residents seeking transition.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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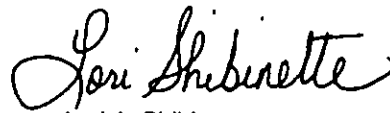
Should the Governor and Executive Council not authorize this request, Glenduff Home residents will not have access to an important pathway of information and supports needed to help them transition from the Glenduff Home to community-based living, and compliance with this requirement within the CMHA will not be achieved.

Area served: Statewide

Source of Funds: 89% Federal Funds from Centers for Medicare and Medicaid Services. CFDA# 93.778/FAIN# 05-1505NHBIPP and 11% General Funds.

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Fiscal Details

06-09-02-022010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	02204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	02204117	\$645,304	\$0	\$645,304
2021	102-500731	Contracts for program services	02204117	\$645,304	\$15,962	\$661,266
		Subtotal		\$2,139,106	\$15,962	\$2,155,068

West Central Services, Inc (Vendor Code 177854-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	02204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	02204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	02204117	\$312,878	\$0	\$312,878
		Subtotal		\$1,360,138	\$0	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154460-8001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	02204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	02204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	02204117	\$324,170	\$0	\$324,170
		Subtotal		\$1,394,570	\$0	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$381,853	\$0	\$381,853
2019	102-500731	Contracts for program services	02204117	\$471,853	\$0	\$471,853
2020	102-500731	Contracts for program services	02204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	02204117	\$237,708	\$0	\$237,708
		Subtotal		\$1,328,722	\$0	\$1,328,722

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	02204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	02204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	02204117	\$357,590	\$0	\$357,590
		Subtotal		\$1,520,360	\$0	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	02204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	02204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	02204117	\$1,039,854	\$0	\$1,039,854
		Subtotal		\$4,537,306	\$0	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	02204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	02204117	\$1,738,829	\$0	\$1,738,829
2020	102-500731	Contracts for program services	02204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	02204117	\$1,642,884	\$0	\$1,642,884
		Subtotal		\$6,669,426	\$0	\$6,669,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
		Subtotal		\$3,069,170	\$0	\$3,069,170

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
		Subtotal		\$1,336,282	\$0	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$348,846	\$0	\$348,846
2021	102-500731	Contracts for program services	92204117	\$348,846	\$0	\$348,846
		Subtotal		\$1,485,274	\$0	\$1,485,274
Total CMH Program Support				\$24,840,354	\$16,962	\$24,858,316

06-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
		Subtotal		\$227,824	\$0	\$227,824
Total Mental Health Block Grant				\$227,824	\$0	\$227,824

06-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056752

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
		Subtotal		\$20,000	\$0	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
			Subtotal	\$20,000	\$0	\$20,000
Total CMH Program Support				\$200,000	\$0	\$200,000

05-96-82-821010-2083 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
			Subtotal	\$26,000	\$0	\$26,000

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
			Subtotal	\$14,000	\$0	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
			Subtotal	\$26,000	\$0	\$26,000

Rivierland Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
			Subtotal	\$306,000	\$0	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
			Subtotal	\$14,000	\$0	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1058782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
		Subtotal		\$302,000	\$0	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1058784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
		Subtotal		\$26,000	\$0	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1058785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
		Subtotal		\$26,000	\$0	\$26,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1058787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
		Subtotal		\$26,000	\$0	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1058788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
		Subtotal		\$271,000	\$0	\$271,000
Total System of Care				\$1,017,000	\$0	\$1,017,000

06-95-42-421010-2968 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1058782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
		Subtotal		\$21,240	\$0	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1058774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1058775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

Rheberd Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1058776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1058778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1058782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B301)

PO #1058784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
		Subtotal		\$14,160	\$0	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1058785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
		Subtotal		\$7,080	\$0	\$7,080
Total Child - Family Services				\$92,040	\$0	\$92,040

05-96-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
		Subtotal		\$148,968	\$0	\$148,968

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,300	\$0	\$37,300
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
		Subtotal		\$140,600	\$0	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
		Subtotal		\$168,402	\$0	\$168,402

The Mental Health Center of Greater Manchester (Vendor Code 177164-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
		Subtotal		\$167,692	\$0	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
		Subtotal		\$126,468	\$0	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
		Subtotal		\$135,468	\$0	\$135,468
Total Child - Family Services				\$887,638	\$0	\$887,638

05-96-92-920810-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
		Subtotal		\$280,000	\$0	\$280,000
Total Mental Health Block Grant				\$280,000	\$0	\$280,000

05-96-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
		Subtotal		\$140,000	\$0	\$140,000
Total Mental Health Block Grant				\$140,000	\$0	\$140,000

05-96-48-490610-2885 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services		\$0	\$0	\$0
2019	102-500731	Contracts for program services		\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$0	\$132,123	\$132,123
2021	102-500731	Contracts for program services		\$0	\$0	\$0
		Subtotal		\$0	\$132,123	\$132,123
Total Mental Health Block Grant				\$0	\$132,123	\$132,123



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
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May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness,

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title III D: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:

A handwritten signature in black ink, appearing to read "Jeffrey Meyers", written over a horizontal line.

Jeffrey A. Meyers

Commissioner

Fiscal Details

05-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
2021	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177310-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	92204117	\$1,648,829	\$90,000	\$1,738,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,297,658	\$3,375,768	\$6,673,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$746,765	\$90,000	\$836,765
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
2021	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
		Subtotal		\$701,582	\$783,692	\$1,485,274
Total CMH Program Support				\$12,021,650	\$12,819,304	\$24,840,954

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$64,000	\$0	\$64,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,182	\$61,182
2021	102-500731	Contracts for program services	92224120	\$0	\$61,182	\$61,182
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$209,000

05-05-02-021010-2063 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Rivertown Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$1,000	\$265,000	\$1,027,000

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
		Subtotal		\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$48,020	\$48,020	\$92,040

05-95-42-423010-7928 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$72,500	\$78,488	\$148,988

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
2021	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Seacoast (Vendor Code 177154-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$50,000	\$78,468	\$128,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$59,000	\$78,468	\$137,468
Total Child - Family Services				\$418,342	\$471,258	\$889,600

05-95-92-820510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
		Subtotal		\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,829,912

\$14,764,954

\$27,594,866



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-8431 TDD Access: 1-800-735-2966 www.dhhs.nh.gov

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

June 9, 2017

G&C Approved

Date

6/21/17

Item #

Kate Stem #A

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,535	\$ 333,535	\$ 672,770
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,220,860	\$1,220,860	\$ 2,451,733
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

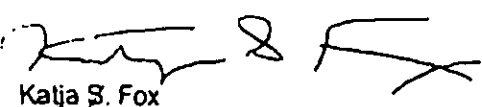
All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, .14% Other Funds from Behavioral Health Services Information System, and 84.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted



Katja S. Fox
Director

Approved by:



Jeffrey A. Meyers
Commissioner

NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS SFY 2018-2019 FINANCIAL DETAIL

**05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other**

**CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222**

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653
		Sub Total		763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,153,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,337,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community				Vendor # 177278
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION

100% Federal Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA #

N/A

FAIN

N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150

SM016030-14

Riverbend Community Mental Health, Inc.**Vendor # 177192**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services**Vendor # 177510**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at**Vendor # 154112**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA # 93.959
FAIN T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA # 93.043
FAIN 17AANHT3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and West Central Services, Inc. d/b/a West Central Behavioral Health ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A) as amended on June 19, 2019, (Item #29), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #2, Scope of Services, by deleting all text in Section 11, Supported Housing, and replacing it to read:
 11. Reserved

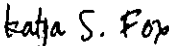
All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/20/2021

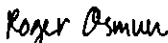
Date

DocuSigned by:

600006904C82442...
Name: Katja S. Fox
Title: Director

West Central Services, Inc. d/b/a
West Central Behavioral Health

12/20/2021

Date

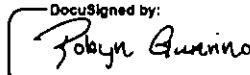
DocuSigned by:

648006408402470...
Name: Roger Osmun
Title: President and CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/20/2021

Date

DocuSigned by:

748734844044460
Name: Robyn Guarino
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

State of New Hampshire

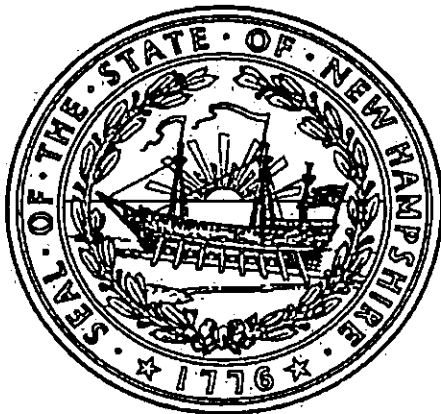
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that WEST CENTRAL SERVICES, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on June 06, 1985. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 85174

Certificate Number: 0005353154



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 20th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

State of New Hampshire

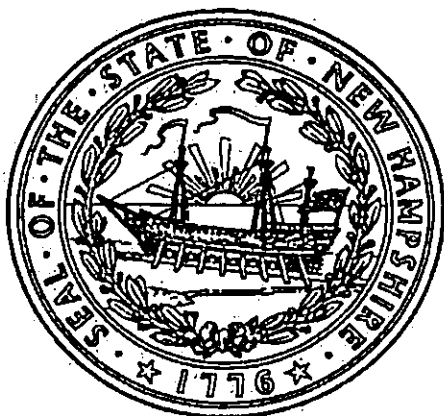
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that WEST CENTRAL BEHAVIORAL HEALTH is a New Hampshire Trade Name registered to transact business in New Hampshire on February 05, 2001. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 367817

Certificate Number: 0005353170



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 20th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

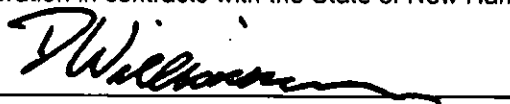
I, Douglas Williamson hereby certify that:

1. I am a duly elected Clerk/Secretary/Officer of West Central Services, Inc., dba West Central Behavioral Health
2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on May 26, 2020, at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Roger W. Osmun, President and Chief Executive Officer, and/or Robert Gonyo, Chief Financial Officer, are duly authorized on behalf of West Central Services, Inc., dba West Central Behavioral Health to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority **remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: December 6, 2021



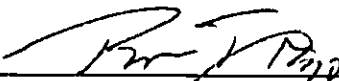
Signature of Elected Officer
Name: Douglas Williamson
Title: Board of Directors Chair

STATE OF NEW HAMPSHIRE

County of Grafton

The foregoing instrument was acknowledged before me this 6th day of December 2021,

By Douglas Williamson
(Name of Elected Clerk/Secretary/Officer of the Agency)



(Notary Public/Justice of the Peace)

(NOTARY SEAL)

Commission Expires: August 22, 2021



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 11/04/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, INC. 99 HIGH STREET BOSTON, MA 02110 Attn: Boston.certrequest@Marsh.com CN102105463-gaup-21-22	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Capitol Specialty Insurance Corporation</td> <td>10328</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Capitol Specialty Insurance Corporation	10328	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Capitol Specialty Insurance Corporation	10328														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED West Central Services, Inc dba West Central Behavioral Health 85 Mechanic St., Suite C2-1 Box A-10 Lebanon, NH 03786															

COVERAGES **CERTIFICATE NUMBER:** NYC-010772207-07 **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			HS02726188-06	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE DED RETENTION \$			HS20212616-01	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 5,000,000
							AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Healthcare Professional Liability - Claims Made			HS02726188-06	11/01/2021	11/01/2022	Each Claim: 1,000,000
							Aggregate: 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Evidence of Coverage

CERTIFICATE HOLDER
CANCELLATION

 State of New Hampshire
 Department of Health and Human Services
 105 Pleasant Street, Main Bldg., Rm 214-S
 Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsh USA Inc.

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/3/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hays Companies Inc. 133 Federal Street, 4th Floor Boston MA 02110	CONTACT NAME: Mariana Sousa PHONE: _____ FAX: _____ (A/C No. Ext): _____ (A/C No.): _____ E-MAIL: msousa@hayscompanies.com ADDRESS: _____ INSURER(S) AFFORDING COVERAGE INSURER A: Technology Insurance Company, Inc. NAIC # 42376 INSURER B: _____ INSURER C: _____ INSURER D: _____ INSURER E: _____ INSURER F: _____
INSURED West Central Behavioral Health 9 Hanover Street, Suite 2 Lebanon NH 03766	

COVERAGES

CERTIFICATE NUMBER: 21-22 WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: _____						EACH OCCURRENCE \$ _____ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ _____ MED EXP (Any one person) \$ _____ PERSONAL & ADV INJURY \$ _____ GENERAL AGGREGATE \$ _____ PRODUCTS - COMPOP AGG \$ _____ _____ \$ _____
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ _____ BODILY INJURY (Per person) \$ _____ BODILY INJURY (Per accident) \$ _____ PROPERTY DAMAGE (Per accident) \$ _____ _____ \$ _____
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ _____ RETENTION \$ _____						EACH OCCURRENCE \$ _____ AGGREGATE \$ _____ _____ \$ _____
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	TWC3982219	6/1/2021	6/1/2022	X PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

CANCELLATION

State of NH
 Department of Health and Human Services
 129 Pleasant Street
 Concord, NH 03301-3857

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

James Hays/GSCHIC

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Effective Date:
May 15, 2018

Mission

West Central Behavioral Health's mission is to promote the health and quality of life of individuals, families and communities by providing treatment for mental illness and substance use disorders, while helping to reduce the stigma associated with these challenging conditions.

West Central Services, Inc.
d/b/a West Central Behavioral Health

FINANCIAL STATEMENTS

June 30, 2020

West Central Services, Inc.
d/b/a West Central Behavioral Health
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Kittell Branagan & Sargent

Certified Public Accountants

Vermont License #167

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
West Central Services, Inc.
d/b/a West Central Behavioral Health

We have audited the accompanying financial statements of West Central Services, Inc. d/b/a West Central Behavioral Health (a nonprofit organization) which comprise the statement of financial position as of June 30, 2020 and 2019, and the related statement of activities and changes in net assets and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Directors
West Central Services, Inc.
d/b/a West Central Behavioral Health
Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of West Central Services, Inc. d/b/a West Central Behavioral Health as of June 30, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on pages 15-18 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Kittell, Bravagan + Sargent

St. Albans, Vermont
September 21, 2020

West Central Services, Inc. d/b/a West Central Behavioral Health

STATEMENTS OF FINANCIAL POSITION

June 30,

ASSETS

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and cash equivalents	\$ 2,027,550	\$ 393,604
Investments	545,830	504,270
Restricted cash	66,847	98,074
Accounts receivable - trade, net	370,605	348,486
Accounts receivable - other	543,872	262,035
Due from affiliates	54,097	19,276
Prepaid expenses	98,748	80,064
TOTAL CURRENT ASSETS	<u>3,707,549</u>	<u>1,705,809</u>
PROPERTY & EQUIPMENT, NET	<u>641,691</u>	<u>601,659</u>
OTHER ASSETS		
Investment in Behavioral Information Systems	109,149	105,219
Deposits	31,880	31,880
TOTAL OTHER ASSETS	<u>141,029</u>	<u>137,099</u>
TOTAL ASSETS	<u>\$ 4,490,269</u>	<u>\$ 2,444,567</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Line of credit	\$ -	\$ 328,462
Accounts payable	172,393	88,493
Accrued payroll and related expenses	180,682	89,506
Deferred revenue	135,067	121,817
Deposits and other current liabilities	23,486	34,063
Current portion of long-term debt payable	493,060	29,003
TOTAL CURRENT LIABILITIES	<u>1,004,688</u>	<u>691,344</u>
LONG-TERM DEBT, less current portion	<u>1,324,355</u>	<u>548,312</u>
TOTAL LIABILITIES	<u>2,329,043</u>	<u>1,239,656</u>
NET ASSETS		
Net Assets without donor restrictions	<u>2,161,226</u>	<u>1,204,911</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 4,490,269</u>	<u>\$ 2,444,567</u>

See Accompanying Notes to Financial Statements.

West Central Services, Inc. d/b/a West Central Behavioral Health

STATEMENTS OF OPERATIONS

For the Years Ended June 30,

	2020	
	Net Assets	
	without Donor	2019
	Restrictions	
PUBLIC SUPPORT AND REVENUES		
Public support -		
State of New Hampshire -- BBH	\$ 377,128	\$ 321,876
Other public support	930,575	325,928
Grants	497,339	483,227
Total public support	<u>1,805,042</u>	<u>1,131,031</u>
Revenues -		
Program service fees	8,089,318	7,762,189
Contracted services	560,264	596,044
Rental income	160,027	152,606
Other revenues	299,771	47,364
Total Revenues	<u>9,109,380</u>	<u>8,558,203</u>
TOTAL PUBLIC SUPPORT AND REVENUES	<u>10,914,422</u>	<u>9,689,234</u>
EXPENSES		
Adult Maintenance	3,275,345	3,272,214
Adult Vocational	135,990	174,085
Children	2,737,771	2,837,525
ACT Team	862,755	648,120
Emergency Services	512,677	528,632
Housing services	1,283,406	1,227,417
General adult	399,182	482,044
Bridges	190,157	-
Other program services	<u>604,445</u>	<u>502,258</u>
TOTAL EXPENSES	<u>10,001,728</u>	<u>9,672,295</u>
CHANGE IN NET ASSETS FROM OPERATING ACTIVITIES	<u>912,694</u>	<u>16,939</u>
OTHER INCOME		
Investment Income	<u>43,621</u>	<u>41,973</u>
TOTAL INCREASE IN NET ASSETS	956,315	58,912
NET ASSETS, BEGINNING OF YEAR	<u>1,204,911</u>	<u>1,145,999</u>
NET ASSETS, END OF YEAR	<u>\$ 2,161,226</u>	<u>\$ 1,204,911</u>

See Accompanying Notes to Financial Statements.

West Central Services, Inc. d/b/a West Central Behavioral Health

STATEMENTS OF CASH FLOWS

For the Years Ended June 30,

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Changes in net assets	\$ 956,315	\$ 58,912
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	77,647	85,997
Unrealized (gain) loss on investment in partnership	(3,930)	(3,879)
(Increase) decrease in the following assets:		
Accounts receivable - trade	(22,119)	2,885
Accounts receivable - other	(281,837)	(58,315)
Due from affiliates	(34,821)	(17,863)
Prepaid expenses	(18,684)	29,780
Restricted cash	31,227	27,670
Security deposits	-	(4,463)
Increase (decrease) in the following liabilities:		
Accounts payable	83,900	32,306
Accrued payroll and related expenses	91,176	63,705
Deferred revenue	13,250	17,979
Deposits and other current liabilities	(10,577)	25,142
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>881,547</u>	<u>259,856</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(117,679)	(64,523)
Investment activity, net	(41,560)	(40,722)
NET CASH (USED) BY INVESTING ACTIVITIES	<u>(159,239)</u>	<u>(105,245)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds on line of credit	497,400	8,834,298
Repayment on line of credit	(825,862)	(8,935,329)
Proceeds from issuance of debt - PPP Loan	1,273,700	-
Repayment of notes payable	(33,600)	(98,737)
NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES	<u>911,638</u>	<u>(199,768)</u>
NET INCREASE (DECREASE) IN CASH	1,633,946	(45,157)
CASH AT BEGINNING OF YEAR	<u>393,604</u>	<u>438,761</u>
CASH AT END OF YEAR	<u>\$ 2,027,550</u>	<u>\$ 393,604</u>
SUPPLEMENTAL DISCLOSURE		
Cash paid during the year for interest	<u>\$ 955</u>	<u>\$ 17,799</u>

See Accompanying Notes to Financial Statements.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

West Central Services, Inc. d/b/a West Central Behavioral Health (the Center) is a not-for-profit corporation, organized under New Hampshire law to provide services in the areas of mental health and related non-mental health programs; it is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code (Code). In addition, the Center qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

Income Taxes

The Center is exempt from federal income tax under Internal Revenue Code Section 501(c)(3) and is not a private foundation. Therefore, no provision for income tax expense has been reflected in these financial statements.

Consideration has been given to uncertain tax positions. The federal income tax returns for the years ended after June 30, 2017 remain open for potential examination by major tax jurisdictions generally for three years after they were filed.

Basis of Presentation

The financial statements have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) "Audit and Accounting Guide for Not-for-Profit Organizations" (the "Guide"). (ASC) 958-205 was effective January 1, 2018.

Under the provisions of the Guide, net assets and revenues and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Center and changes therein are classified as follows:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Center. The Center's board may designate assets without restrictions for specific operational purposes from time to time.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Non-Profit Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents

The Center considers cash on hand, cash in banks and all highly liquid debt instruments purchased with a maturity of three months or less to be cash and cash equivalents.

Accounts Receivable

Accounts receivable are recorded based on the amount billed for services provided, net of respective allowances.

Policy for Evaluating Collectability of Accounts Receivable

In evaluating the collectability of accounts receivable, the Center analyzes past results and identifies trends for each major payer source of revenue for the purpose of estimating the appropriate amounts of the allowance for doubtful accounts. Data in each major payer source is regularly reviewed to evaluate the adequacy of the allowance for doubtful accounts. Specifically, for receivables relating to services provided to clients having third-party coverage, an allowance for doubtful accounts and a corresponding provision for bad debts are established for amounts outstanding for an extended period of time and for third-party payers experiencing financial difficulties; for receivables relating to self-pay clients, a provision for bad debts is made in the period services are rendered based on experience indicating the inability or unwillingness of clients to pay amounts for which they are financially responsible.

Based on management's assessment, the Center provides for estimated uncollectible amounts through a charge to earnings and a credit to a valuation allowance. Balances that remain outstanding after the Center has used reasonable collection efforts are written off through a change to the valuation allowance and a credit to accounts receivable.

During 2020, the Center increased its estimated percentage in the allowance for doubtful accounts to 32% from 28% of the total patient receivables. The allowance for doubtful accounts increased to \$170,459 as of June 30, 2020 from \$134,356 as of June 30, 2019.

Property and Equipment

All property and equipment is recorded at cost, or estimated fair value at date of acquisition. The Center follows the policy of charging to costs and expenses annual amounts of depreciation, which allocates the cost of property and equipment over estimated useful lives. The Center has a policy of capitalizing assets with a cost in excess of \$1,000 and a life greater than one year. The Center uses the straight-line method for determining the annual charge for depreciation. Asset lives range from 2-40 years.

Expenditures for repairs and maintenance are expensed when incurred and betterments are capitalized.

The Center reviews the carrying value of property and equipment for impairment whenever events and circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

disposition. In cases where undiscounted expected future cash flows are less than the carrying value, an impairment loss is recognized equal to an amount by which the carrying value exceeds the fair value of assets. The factors considered by management in performing this assessment include current operating results, trends and prospects, as well as the effects of obsolescence, demand, competition and other economic factors.

Client Service Revenue

The Center recognizes client service revenue relating to services rendered to clients that have third-party payer coverage and are self-pay. The Center receives payment from Medicare, Medicaid and Insurance Companies at defined rates for services to clients covered by such third-party payer programs. The difference between the established billing rates and the actual rate of reimbursement is recorded as allowances when received. For services rendered to uninsured clients (i.e., self-pay clients), revenue is recognized on the basis of standard or negotiated discounted rates. At the time services are rendered to self-pay clients, a provision for bad debts is recorded based on experience and the effects of newly identified circumstances and trends in pay rates. Client service revenue (net of contractual allowances and discounts but before taking account of the provision for bad debts) recognized during the year ended June 30, 2020 totaled \$8,089,318, of which \$7,883,541 was revenue from third-party payers and \$205,777 was revenue from self-pay clients.

Third-Party Contractual Arrangements

A significant portion of patient revenue is derived from services to patients insured by third-party payers. The Center receives payment from Medicare, Medicaid, Blue Cross and other third-party payers at defined rates for services rendered to patients covered by these programs. The difference between the established billing rates and the actual rate of payment is recorded as allowances when received and/or billed. A provision for estimated contractual allowances is provided on outstanding patient receivables at the balance sheet date.

State Grants

The Center receives a number of grants from and has entered into various contracts with the State of New Hampshire related to the delivery of mental health services.

Functional Allocation of Expenses

The costs of providing the various programs and other activities has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Vacation Pay and Fringe Benefits

Annual vacation allotments are granted in full to employees at the beginning of the fiscal year and are to be utilized by June 30th; unused time is forfeited. Fringe benefits are allocated to the appropriate program expense based on the percentage of actual time spent on the program.

Advertising

Advertising costs are expensed to operating expenses as incurred. Advertising expense for the years ended June 30, 2020 and 2019 was \$20,078 and \$21,209, respectively.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Concentration of Credit Risk

The Center maintains cash balances at several financial institutions. Accounts at financial institutions are insured by the Federal Deposit Insurance Corporation up to \$250,000. At times throughout the year, cash balances with these institutions exceed that amount. The Center has not incurred any losses related to uninsured cash.

NOTE 2 CLIENT SERVICE REVENUES FROM THIRD PARTY PAYORS

The Center has agreements with third-party payors that provide payments to the Center at established rates. These payments include:

New Hampshire and Managed Medicaid

The Center is reimbursed for services from the State of New Hampshire and Managed Care Organizations (MCOs) for services rendered to Medicaid clients. Payments for these services are received in the form of monthly capitation amounts that are predetermined in a contractual agreement with the MCOs.

Approximately 87% and 88% of program service fees is from participation in the State and Managed Care Organization sponsored Medicaid programs for the years ended June 30, 2020 and 2019, respectively. Laws and regulations governing the Medicaid programs are complex and subject to interpretation and change. As a result, it is reasonably possible that recorded estimates could change materially in the near term.

As part of the contractual arrangement with the MCOs, the Center is required to provide a specific amount of services under an arrangement referred to as a Maintenance of Effort (MOE). Under the MOE, if levels of service are not met the Center may be subject to repayment of a portion of the revenue received. The MOE calculation is subject to interpretation and a source of continued debate and negotiations with MCOs. This MOE calculation may result in a liability that would require a payback to the MCOs. Additionally, please refer to Note 15 regarding the MOE being waived for the year ended June 30, 2020.

NOTE 3 LIQUIDITY

The following reflects the Center's financial assets available within one year of June 30, 2020 for general expenditures are as follows:

Cash and Cash Equivalents	\$ 2,027,550
Accounts Receivable (net)	914,477
Investments	<u>545,830</u>
Financial assets available within one year for general expenditures	<u>\$ 3,487,857</u>

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 3 LIQUIDITY (continued)

Restricted deposits, and reserves are restricted for specific purposes and therefore are not available for general expenditures.

Investments in real estate and partnerships are not included as they are not considered to be available within one year.

As part of the Center's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

NOTE 4 ACCOUNTS RECEIVABLE

Fee for service accounts receivable of the Center consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
ACCOUNTS RECEIVABLE - TRADE		
Medicaid	\$ 246,387	\$ 255,122
Medicare	83,923	81,453
Third party insurance companies	156,675	80,205
Clients	<u>54,079</u>	<u>66,062</u>
	541,064	482,842
Allowance for doubtful accounts	<u>(170,459)</u>	<u>(134,356)</u>
	<u><u>\$ 370,605</u></u>	<u><u>\$ 348,486</u></u>

Other accounts receivable of the Center consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
ACCOUNTS RECEIVABLE - OTHER		
Various contracts	\$ 157,645	\$ 93,274
Rents	-	461
Bureau of Behavioral Health	127,471	26,073
MCO Directed Payments	237,437	-
State of NH - LTCSP	12,990	-
IDN Grant	6,000	71,607
Other	<u>2,329</u>	<u>70,620</u>
	<u><u>\$ 543,872</u></u>	<u><u>\$ 262,035</u></u>

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 5 PROPERTY AND EQUIPMENT

The Center had property and equipment consisting of the following at June 30:

	<u>2020</u>	<u>2019</u>
Land	\$ 20,695	\$ 20,695
Building and improvements	872,507	833,557
Furniture, fixtures and equipment	615,929	612,905
Vehicles	21,375	21,375
Project in Progress	<u>83,205</u>	<u>7,500</u>
	1,613,711	1,496,032
Accumulated Depreciation	<u>(972,020)</u>	<u>(894,373)</u>
 NET BOOK VALUE	 <u>\$ 641,691</u>	 <u>\$ 601,659</u>

Depreciation expense for the years ended June 30, 2020 and 2019 was \$77,647 and \$85,997, respectively.

NOTE 6 INVESTMENTS

The Center has invested funds in various mutual funds with The Vanguard Group. The approximate breakdown of these investments are as follows at June 30,:

<u>2020</u>	<u>Cost</u>	<u>Unrealized Gain (Loss)</u>	<u>Market Value</u>
Equity Funds	<u>\$ 366,479</u>	<u>\$ 179,351</u>	<u>\$ 545,830</u>
 <u>2019</u>	 <u>Cost</u>	 <u>Unrealized Gain (Loss)</u>	 <u>Market Value</u>
Equity Funds	<u>\$ 353,727</u>	<u>\$ 150,543</u>	<u>\$ 504,270</u>

Investment income consisted of the following at June 30,:

	<u>2020</u>	<u>2019</u>
Interest and dividends	\$ 12,952	\$ 11,709
Realized gains	1,861	-
Unrealized gains	<u>28,808</u>	<u>30,264</u>
	<u>\$ 43,621</u>	<u>\$ 41,973</u>

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 6 INVESTMENTS (continued)

	<u>2020</u>	<u>2019</u>
Investments in Behavioral Information Systems, LLC	\$ 109,149	\$ 105,219

The Center entered into a joint venture with another New Hampshire Community Mental Health Center. Under the terms of the venture, the Center invested \$88,625 for a 50% interest in the new company, Behavioral Information Systems, LLC (BIS). The investment is being accounted for under the equity method. Accordingly, 50% of the BIS operating activity for the year is reflected on the books of the Center. The Center's recorded operating gains for the years ended June 30, 2020 and 2019 was \$3,930 and \$3,879, respectively.

NOTE 7 FAIR VALUE MEASUREMENTS

Professional accounting standards established a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below:

Basis of Fair Value Measurement

- Level 1 Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities;
- Level 2 Quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly.
- Level 3 Prices or valuations that require inputs that are both significant to the fair value measurement and unobservable.

All investments are categorized as Level 1 and recorded at fair value, as of June 30, 2020. As required by professional accounting standards, investment assets are classified in their entirety based upon the lowest level of input that is significant to the fair value measurement.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 8 DEFERRED REVENUE

The Center's deferred revenue consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
Operational Funding	\$ 43,391	\$ 79,000
In-Shape	2,466	15,759
COVID Relief	59,000	-
Bridge Program	11,000	-
Newport Tiger Program	10,000	-
CEO Search	-	19,558
Facility Upgrades	2,661	7,500
Other Grants	6,549	-
	<u>\$ 135,067</u>	<u>\$ 121,817</u>

NOTE 9 LONG-TERM DEBT

Long-term debt consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
Note payable, Mascoma Bank dated May 2020. PPP loan with the ability to be forgiven in FY 21. Interest at 1%, monthly principal and interest payments of \$71,323 beginning December 2020 due May 2022.	\$ 1,273,700	\$ -
Mascoma Term Loan, 4.0% interest, principal and interest payments of \$2,953 made monthly, due April 2020	-	29,003
Affordable Housing Fund, 0% interest, 30 years, payment based on 50% surplus cash flow from High Street property, due September 2034.	543,715	548,312
	1,817,415	577,315
Less: Current Portion	(493,060)	(29,003)
	<u>\$ 1,324,355</u>	<u>\$ 548,312</u>

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 9 LONG-TERM DEBT (continued)

Aggregate principal payments on long-term debt due within the next five years and in the aggregate are as follows:

Year Ending June 30,	Amount
2021	\$ 493,060
2022	780,640
2023	-
2024	-
2025	-
Thereafter	543,715
	<u>\$ 1,817,415</u>

Interest expense was \$955 and \$17,799 for the years ended June 30, 2020 and 2019, respectively.

NOTE 10 LINE OF CREDIT

As of June 30, 2020 and 2019, the Center had available a line of credit with maximum amounts available of \$500,000, and collateralized by all property and the investment account held with Vanguard. The amount available is limited to 75% of receivables less than 90 days old. As of June 30, 2020 and 2019, the outstanding balance was \$-0- and \$328,462 respectively. The effective interest rate at June 30, 2020 and 2019 was 3.5% and 4.25%, respectively. The line of credit expires in April, 2021.

NOTE 11 RELATED PARTY TRANSACTIONS

Behavioral Information Systems, LLC (BIS)

The Center is a 50% owner in BIS for which it contracts for management information systems and information technology support. During 2020 and 2019, the Center paid BIS \$33,000 and \$58,124, respectively, for services rendered. At June 30, 2020 and 2019, the Center owed BIS \$-0- and \$4,559, respectively, for current services.

The Center from time to time provides advances to BIS for payroll and other operating costs for which BIS reimburses the Center. As of June 30, 2020 and 2019, BIS owed the Center \$54,097 and \$19,276, respectively, for advances that had not been repaid.

The Geisel School of Medicine at Dartmouth

The Center contracts with The Geisel School of Medicine at Dartmouth (Geisel) for a variety of services including administrative and clinical personnel. During fiscal years ended June 30, 2020 and 2019 the Center paid \$164,165 and \$165,003, respectively.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 12 EMPLOYEE RETIREMENT PLAN

The Center maintains a tax deferred employee retirement plan for its employees. The plan is a defined contribution plan that covers substantially all full-time employees who meet certain eligibility requirements. The Center reinstituted a match which was effective in January, 2020 and all eligible employees receive a 50% match for their first 4% of contributions. Additionally, in 2020 the Center made a one-time contribution of 1% to all employees that were making contributions as of March 31, 2020. During the years ended June 30, 2020 and 2019, the total employer contributions into this retirement plan were of \$64,198 and \$0.

NOTE 13 CONCENTRATIONS OF CREDIT RISK

The Center grants credit without collateral to its clients, most of whom are area residents and are insured under third-party payer agreements. The mix of receivables due from clients and third-party payers is as follows:

	<u>2020</u>	<u>2019</u>
Due from clients	10 %	14 %
Insurance companies	29	17
Medicaid	45	53
Medicare	<u>16</u>	<u>16</u>
	<u>100 %</u>	<u>100 %</u>

NOTE 14 OPERATING LEASES

The Center leases real estate and equipment under various operating leases. Minimum future rental payments under non-cancelable operating leases excluding common area maintenance fees as of June 30, 2020 for each of the next five years and in the aggregate are:

<u>Year Ending June 30,</u>	<u>Amount</u>
2021	\$ 650,547
2022	375,526
2023	81,799
2024	81,581
2025	<u>13,597</u>
	<u>\$ 1,203,050</u>

Total rent expense for the years ended June 30, 2020 and 2019, including rent expense for leases with the remaining term of one year or less and applicable common area maintenance fees, was \$710,325 and \$643,010, respectively.

West Central Services, Inc.
d/b/a West Central Behavioral Health
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 15 RISKS & UNCERTAINTIES

As a result of the spread of the COVID-19 Coronavirus, economic uncertainties have arisen which are likely to negatively impact net income. Other financial impact could occur though such potential impact and the duration cannot be reasonably estimated at this time. Possible effects may include, but are not limited to, disruption to the Center's customers and revenue, absenteeism in the Center's labor workforce, unavailability of products and supplies used in operations, and decline in value of assets held by the Center, including receivables and property and equipment.

Due to these economic uncertainties the Center applied for and received Federal support and aid funding through the Paycheck Protection Program (aka PPP) and the Provider Relief Fund, which was implemented as part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). These proceeds were used to cover payroll costs, certain interest payments, rent, and utility costs. These funds were one-off unanticipated payments and any future relief is uncertain.

On April 1, 2020, the Center successfully petitioned all three managed care organizations to waive the Maintenance of Effort (MOE) provisions in each of the respective provider service agreements. The waiver period is effective only for the period of July 1, 2019 through June 30, 2020, and is thereafter reinstated. An extension to waive the MOE requirements beyond this effective period is also uncertain at this time.

NOTE 16 SUBSEQUENT EVENTS

In accordance with professional accounting standards, the Center has evaluated subsequent events through September 21, 2020, which is the date these financial statements were available to be issued. All subsequent events requiring recognition as of June 30, 2020, have been incorporated into the basic financial statements herein.

SUPPLEMENTARY INFORMATION

West Central Services, Inc. d/b/a West Central Behavioral Health

ANALYSIS OF CLIENT SERVICE FEES

For the Year Ended June 30, 2020

	<u>Accounts Receivable, Beginning</u>	<u>Gross Fees</u>	<u>Contractual Allowances & Discounts</u>	<u>Cash Receipts</u>	<u>Accounts Receivable, Ending</u>
CLIENT FEES	\$ 66,062	\$ 1,029,192	\$ (823,415)	\$ (217,760)	\$ 54,079
OTHER INSURANCE	80,205	805,047	(327,681)	(400,896)	156,675
MEDICAID	255,122	8,206,418	(1,195,535)	(7,019,618)	246,387
MEDICARE	<u>81,453</u>	<u>1,046,228</u>	<u>(650,938)</u>	<u>(392,820)</u>	<u>83,923</u>
TOTALS	<u>\$ 482,842</u>	<u>\$ 11,086,885</u>	<u>\$ (2,997,569)</u>	<u>\$ (8,031,094)</u>	<u>\$ 541,064</u>

West Central Services, Inc.
d/b/a West Central Behavioral Health
ANALYSIS OF BUREAU OF BEHAVIORAL HEALTH REVENUES AND RECEIVABLES
For the Year Ended June 30, 2020

	Receivable (Deferred Income) From BBH Beginning of Year	BBH Revenues Per Audited Financial Statements	Receipts for Year	Receivable (Deferred Income) from BBH End of Year
Contract Year, June 30, 2020	<u>\$ 26,073</u>	<u>\$ 377,128</u>	<u>\$ (275,730)</u>	<u>\$ 127,471</u>

<u>Analysis of Receipts Date of Receipt Deposit Date</u>	<u>Amount</u>
10/02/19	\$ 7,323
10/02/19	18,750
10/18/19	14,646
10/18/19	37,500
11/15/19	7,323
11/15/19	18,750
12/26/19	7,323
12/26/19	18,750
01/21/20	7,323
01/21/20	18,750
02/26/20	7,323
02/26/20	18,750
03/19/20	10,000
05/18/20	14,646
05/18/20	42,500
05/29/20	7,323
05/29/20	18,750
	<u>\$ 275,730</u>

West Central Services, Inc. d/b/a West Central Behavioral Health
STATEMENT OF FUNCTIONAL REVENUES
 For the Year Ended June 30, 2020, with
 Comparative Totals for 2019

	Total Agency	Total Admin.	Total Programs	Adult Maintenance	Adult Vocational	Children	ACT Team	Emergency	Housing	General Adult	Bridges	Other Programs	2019
Program Services Fees													
Net Client Fees	\$ 205,777	\$ -	\$ 205,777	\$ 76,155	\$ 3,044	\$ 49,492	\$ 24,490	\$ 745	\$ 4,074	\$ 31,682	\$ -	\$ 16,095	\$ 268,383
Medicaid	7,010,883	-	7,010,883	2,152,147	87,870	2,984,094	461,544	103,050	1,081,637	38,665	-	101,876	6,826,542
Medicare	395,290	-	395,290	275,568	-	80	27,792	16,881	3,939	48,831	-	22,199	259,338
Other Insurance	477,368	-	477,368	188,930	-	147,861	4,439	10,125	232	92,825	-	32,956	407,926
Public Support - Other													
Local/County Gov't.	58,903	-	58,903	19,608	662	23,166	3,774	952	7,936	1,544	-	1,261	79,367
Donations/Contributions	855,962	-	855,962	272,853	9,300	328,657	52,726	13,237	111,385	44,152	-	23,752	222,066
Grants	497,339	-	497,339	158,602	5,371	190,928	30,636	7,709	64,654	25,663	-	13,776	483,227
Other Public Support	15,710	-	15,710	-	-	15,710	-	-	-	-	-	-	24,495
BBH													
Community Mental Health	377,128	-	377,128	12,650	1,000	14,250	245,350	97,878	2,500	1,500	-	2,000	321,876
Other BBH	560,264	-	560,264	48,321	-	15,627	29,870	167,111	-	16,786	-	282,549	596,044
Rental Incomes	160,027	-	160,027	4,871	-	-	-	-	155,156	-	-	-	152,606
Other Revenues	299,771	-	299,771	16,533	464	18,268	4,435	31,262	36,370	1,805	188,528	4,106	47,364
TOTAL PUBLIC SUPPORT AND REVENUES	\$10,914,422	\$ -	\$10,914,422	\$ 3,226,236	\$ 107,711	\$ 3,786,033	\$ 885,056	\$ 448,950	\$ 1,467,883	\$ 303,453	\$ 188,528	\$ 500,570	\$ 9,689,234

West Central Services, Inc. d/b/a West Central Behavioral Health
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2020, with
Comparative Totals for 2019

	Total Agency	Total Admin.	Total Programs	Adult Maintenance	Adult Vocational	Children	ACT Team	Emergency	Housing	General Adult	Bridge	Other Programs	2019
Personnel Costs:													
Salary & Wages	\$ 6,371,683	\$ 498,295	\$ 5,875,388	\$ 1,913,710	\$ 81,632	\$ 1,061,881	\$ 576,585	\$ 358,344	\$ 636,236	\$ 208,802	\$ 37,498	\$ 402,640	\$ 6,202,511
Employee Benefits	778,426	36,832	741,594	286,363	14,968	225,915	45,502	32,697	62,424	33,199	4,399	38,127	703,224
Payroll Taxes	432,124	33,652	398,472	130,878	5,887	115,774	23,084	24,920	44,084	22,097	2,305	29,803	438,789
Professional Fees:													
Professional Fees	260,973	30,385	230,588	135,577	1,418	47,240	11,342	4,253	15,872	5,871	745	8,470	282,222
Staff Devel. & Training:													
Staff Development	28,188	17,801	10,385	3,079	5	10	1,983	331	-	147	700	4,130	29,508
Occupancy Costs:													
Rent	806,866	19,500	790,365	221,840	7,038	194,493	64,081	19,778	124,794	31,177	102,145	35,023	672,012
Other Utilities	84,778	-	84,778	15,248	850	17,384	3,997	1,903	43,762	1,436	400	-	91,395
Maintenance and Repairs	59,072	335	58,737	5,016	258	8,240	1,315	738	42,352	280	145	395	97,735
Taxes	36,000	-	36,000	-	-	-	-	-	36,000	-	-	-	36,000
Other Occupancy Costs	246,297	-	246,297	83,451	925	83,206	18,808	2,688	34,090	18,406	549	4,165	182,862
Consumable Supplies:													
Office/Building/Household	50,048	10,907	39,139	11,233	462	8,417	3,104	1,408	11,923	1,058	877	859	61,914
Food	40,088	2,585	37,503	1,922	43	3,390	509	59	31,481	45	19	85	41,352
Equipment Rental	23,346	7,302	16,044	5,920	245	5,167	1,511	895	922	614	130	840	21,591
Equipment Maintenance	11,395	11,280	135	-	-	135	-	-	-	-	-	-	10,876
Depreciation	77,647	4,458	73,189	18,762	851	12,915	2,592	1,299	29,064	1,298	-	6,610	85,997
Advertising	20,078	-	20,078	8,358	182	7,742	1,453	545	1,998	727	-	1,073	21,209
Membership Dues	50,717	-	50,717	19,278	445	17,139	3,579	1,359	4,801	1,805	-	2,223	-
Telephone/Communications	71,551	11,580	59,991	13,063	770	18,930	5,294	10,226	8,271	1,881	303	3,433	85,078
Postage/Shipping	9,245	8,354	2,891	1,120	50	894	298	149	185	91	104	-	8,986
Transportation:													
Staff/Clients	101,336	5,897	95,639	32,371	185	25,115	22,805	4,400	3,589	1,582	2,887	3,015	118,539
Insurance:													
General/Liability	141,482	-	141,482	46,849	1,807	42,811	10,785	4,431	22,314	5,298	529	7,258	147,523
Interest Expense	955	-	955	334	10	315	78	29	105	38	-	48	17,799
Other Expenditures	296,478	55,309	241,169	92,401	2,157	76,138	17,017	9,035	30,410	8,373	66	5,572	335,583
TOTAL EXPENSES	10,001,728	750,212	9,251,516	3,044,389	119,584	2,571,021	805,480	477,385	1,184,747	343,880	153,661	551,369	9,672,295
Administrative Allocation	-	(750,212)	750,212	230,958	18,406	186,750	57,275	35,282	98,659	55,302	38,496	53,078	-
TOTAL PROGRAM EXPENSES	\$ 10,001,728	\$ -	\$ 10,001,728	\$ 3,275,345	\$ 135,990	\$ 2,737,771	\$ 862,755	\$ 512,677	\$ 1,283,406	\$ 399,182	\$ 190,157	\$ 604,445	\$ 9,672,295



**Board of Directors
4-21-21**

Peter Bleyler - Chair

Douglas Williamson – Vice Chair – Chair Development and Community Relations Committee

Anne Page – Secretary/Treasurer – Chair Finance Committee

Sarah (Sally) Rutter – Chair – Quality Improvement Committee

Sheila Shulman – Chair Governance Committee

Brooke Adler

Aimee Claiborne

Lisa Cohen

Kaitlyn Covell

Kenneth Dolkart MD

Kenneth Goodrow

Robert Hansen

Brian Lombardo MD

William C. Torrey MD

Roger Osmun PHD – Ex Officio

Diane Roston MD – Ex Officio

Roger W. Osmun, Ph.D.
Licensed Psychologist



Education

Ph.D., Clinical Psychology
Temple University

M.A., Clinical Psychology
Temple University

B.A., Psychology, High Honors
Magna Cum Laude and Phi Beta Kappa
University of Rochester

Licensure

Pennsylvania Licensure (Psychologist),	June 1996	Lic. #: PS-008322-L
Delaware Licensure (Psychologist)	January 1999	Lic. #: B1-0000522

Listed in the National Register of Health Service Psychologists, Registrant #4431

National Provider Identification (NPI): 1750346136 (Roger W. Osmun, Ph.D.)
1295206290 (Pinnacle Psychological Services, LLC)

Clinical and Administrative Experience

2019- **President and CEO**, West Central Behavioral Health, Lebanon, NH

Private, non-profit behavioral health organization [501(c)3]
Approximately 145 employees; approximately 2,600 clients served annually.
7 locations (6 offices and 1 residential program) in the Upper Valley and
Greater Sullivan County
Annual Revenue: \$10M FY20
Direct Reports: 7 (including Vice President of Operations, Vice President of
Clinical Services, Chief Financial Officer, Medical Director and HR Director)

Activities: Functioned as the administrative lead of a 7-person Executive Leadership Team. Oversaw all operational aspects of a comprehensive, community-based behavioral health organization. Agency programs include, but are not limited to: outpatient treatment (mental health & substance abuse) for adult and children/adolescents, Assertive Community Treatment (ACT), targeted case management, peer support services, mobile crisis intervention, Employee Assistance Programs (EAP), mental health court, mental health first aid, supported living/housing and adult community residential rehabilitation.

2018-2019 Psychologist and Founder, Pinnacle Psychological Services, LLC Paoli, PA

Private psychology practice focusing on child/adolescents and adult psychotherapy; psychological and neuropsychological assessment; clinical consultation and supervision; and continuing education training and presentations

2016-2018 Chief Operating Officer, Holcomb Behavioral Health Systems, Exton PA

Private, non-profit behavioral health organization [501(c)3]
Joint Commission Accredited since 2000

Approximately 720 employees; approximately 21,000 clients served annually.

30 Locations (14 offices and 16 residential programs) in PA, DE, MD and NJ

Annual Revenue: \$31M FY17; \$32M FY18

Funding: 40% Medicaid, 30% State/County, 15% Commercial, 10% Self-Pay, 5% Medicare

Report to: Chief Executive Officer of parent organization and directly to the board

Direct Reports: 8 (including Senior Director of Operations, Chief Compliance Officer, Clinical Director and Regional Directors including two affiliate organizations)

Activities: Functioned as the administrative lead of a 14-person Quality Management Committee. Responsible for developing and adhering to a \$31M+ annual budget. Oversaw all operational aspects of a comprehensive, community-based behavioral health organization, previously serving in the role as Chief Clinical Officer (see below). Agency programs include, but are not limited to: outpatient treatment (mental health & substance abuse), child/adolescent Behavioral Health Rehabilitative Services (BHRS), family based services, blended case management, early intervention, psychiatric rehabilitation (clubhouse and mobile psych rehab), mobile crisis intervention and crisis residential, truancy intervention, Student Assistance Programs (SAP), forensic assessments, mental health first aid, supported living and adult community residential rehabilitation.

Achievements in FY18:

- Increased Medicaid revenue on existing service lines by \$500K (1.2%)
- Improved administrative and clinical efficiency resulting in reduced expenses by \$1.2M (3.9%)
- Expanded into two new service line contracts totaling \$475K

- Successfully transitioned from an outdated electronic health record to a new system able to manage all agency services, including mobile services not previously part of the agency EHR
- Transitioned three service lines to be responsive to value-based payment through implementing metric-based monitoring of service outcomes
- Established an emerging leadership development program for middle management and other high potential employees

1996-2016 Chief Clinical Officer, Holcomb Behavioral Health Systems, Exton, PA

Activities: Served as clinical lead on a 700+ person behavioral organization; overseeing all clinical services and staff. Oversaw the development and implementation of all agency clinical policies and procedures; additionally involved in the development of many administrative policies. Administratively monitored the best practice compliance and empirical outcomes of services for diverse clinical and psychosocial services provide by approximately 650 direct care staff across all locations. Monitored new clinical program development, including proposal writing and contract development.

Achievements FY97-FY16:

- Achieved a 62% success rate of contract attainment through competitive bidding process supporting agency growth from \$2M to \$30M. Largest contract attained was \$2.2M.
- Obtained and maintained Joint Commission accreditation since 2000 through establishment of comprehensive policies/procedures and effective performance improvement systems.
- Established in 2005 and expanded to a nationally recognized doctoral psychology internship program to a cohort of eight interns. Obtained APA accreditation in 2016.
- Established agency as a Pennsylvania pre-approved provider of continuing education for psychologists and social workers/professional counselors through standardize curriculum and use of reputable presenters.
- Established processes to obtain Co-Occurring Disorder competency status.
- Established recovery-oriented, trauma-informed and culturally competent practices through the agency, including a comprehensive best practices matrix for child and family treatments.

1993-1996 Primary Therapist, Devereux Foundation-Brandywine Center, Glenmoore PA

Residential treatment center for behaviorally and emotionally disturbed adolescent males, frequently with a co-occurring diagnosis of substance abuse/dependency.

Activities: Maintained an average caseload of 10 clients, conducting all individual, group, and family therapy. Supervised implementation of milieu services. Served as primary liaison between multidisciplinary treatment team and

mental health agencies and families. Conducted admission psychological evaluations and psychosocial assessments. Participated on the Utilization Review Committee, Sexual Abuse Task Force, Joint Commission Site Visit Committee and Treatment Plan/Review CQI committees. Conducted regular Monitoring and Evaluation of center's clinical reports for Continuous Quality Improvement. Conducted inservices with residential and clinical staff on various topics. Supervision of assessment practicum students from local universities. Organized local conference on treatment of adolescent sexual offenders and abuse reactive children.

1996 **Consultant, Children and Family Support Services, Inc., Pottstown PA**

Activities: Conducted psychological assessments for determination of continued need of clinical BHRS services and treatment plan development. Provided supervision to master's level therapists providing Mobile Therapy and Behavioral Specialist Consultation.

1992-93 **Clinical Psychology Internship, Temple University Hospital, Philadelphia PA**

Activities: APA accredited internship. Participated in 3 major clinical rotations: inpatient (6 months), outpatient (3 months), and physical medicine and rehabilitation (3 months). Worked in context of a multidisciplinary treatment team during all rotations. During the internship year, maintained a minimal outpatient caseload of 45 client hours per month. Conducted psychological and neuropsychological evaluations on inpatient, outpatient and medical patients. Worked in the Psychiatric Emergency Service, assisting on-call residents in evaluation and case disposition. Followed several cardiac transplant patients from evaluation stage through candidacy and eventual transplantation. Conducted neuropsychological evaluation both pre- and post-transplant. Provided supportive therapy throughout transplant process. Served in supervisory role of 3rd year medical students during their psychiatry clerkship in conjunction with an attending psychiatrist. Provided lectures to medical students on psychological evaluation techniques. Supervised graduate practicum students during testing practicum placements at the hospital.

Research Experience

1994 **Dissertation:** "An Examination of the Relationship Between Adult Ego Identity Status and Psychopathology"

1991 **Masters Thesis:** "Ego-Identity Status: Influences on Psychotherapy Seeking"

1988-89 **Research Assistant, Temple University**

Activities: Assessed cognitive reasoning abilities of psychiatrically impaired adolescents at Institute of the Pennsylvania Hospital (now Kirkbride Center)

1987-88 **Honors Thesis Research:** "Loneliness, Social Skills, and Self-Perceptions", Univ. of Rochester. Received High Honors

Teaching Experience

1999- **Adjunct Faculty**, Immaculata University

Activities: Taught an average of 4 graduate-level psychology courses per year in the university's masters and doctoral program; served on dissertation committees; oversaw doctoral students' independent projects.

Primary courses: Treatment of Children and Adolescents; Professional Issues and Ethics; Cognitive-Behavioral Theory and Therapy; Existential-Humanistic Theory and Therapy; Human Sexuality and Dysfunction, Clinical Supervision and Consultation; Group Dynamics; Family Counseling.

2003- **Clinical Assistant Professor**, Philadelphia College of Osteopathic Medicine

1999-2003 **Presenter**, CASSP Institute Harrisburg, PA

Activities: Provide state-sponsored trainings regarding child/adolescent services to behavioral health professionals, teachers and families throughout southeastern Pennsylvania. Topics have included issues such as clinical supervision, discharge planning, writing effective treatment plan, writing skills for managed care and various clinical diagnostic categories.

1991-92 **Instructor**, Theories of Personality; Psychopathology, Temple University

1990-92 **Psychological Assessment Course Supervisory Assistant**, Clinical Psychology Program, Temple University.

1986 **Teaching Assistant**, Introductory Psychology, University of Rochester

Publications

Zuckerman, M., Fischer, S.A., Osmun, R.W., Winkler, B.A., & Wolfson, L.R. (1987). Anchoring in lie detection revisited. Journal of Nonverbal Behavior, 11(1), 4-12.

Zuckerman, M., Colwell, E.L., Darche, P.R., Fischer, S.A., Osmun, R.W., Spring, D.D., Winkler, B.A., & Wolfson, L.R. (1988). Attributions as inferences and explanations: Effects on discounting. Journal of Personality and Social Psychology, 54(6), 1006-1019.

CURRICULUM VITAE

Diane M. Roston, M.D.

Education:

M.D.	University of Wisconsin School of Medicine	1986
M.S.	Science Journalism (coursework only) University of Wisconsin School of Journalism	1982
B.S.	Health Education, summa cum laude University of Wisconsin	1978
	English Major, Grinnell College	1973 - 1975

Postdoctoral Training:

Dartmouth-Hitchcock Medical Center, Lebanon, NH	1986 - 1990
Residency in Psychiatry	

Licensure and Certification:

Diplomate, National Board of Medical Examiners	1987
Diplomate, Adult Psychiatry, #036414 American Board of Psychiatry and Neurology	1992
New Hampshire Medical Licensure - #7851	1988 - present
Vermont Medical Licensure -#8369	1991 - present

Academic Appointments:

Clinical Faculty, Department of Psychiatry Geisel School of Medicine at Dartmouth, Lebanon, NH	2010 - present
Adjunct Faculty, Department of Psychiatry Dartmouth Medical School, Lebanon, NH	1992 - 2010
Lecturer in Psychiatry Dartmouth Medical School, Lebanon, NH	1991 - 1992
Adjunct Assistant Professor of Women's Studies	1991 - 1992

Dartmouth College, Hanover, NH

Hospital Appointments:

Alice Peck Day Memorial Hospital, Lebanon, NH 2016 - present; 1996-2004
Consulting staff

Valley Regional Hospital, consulting staff, Claremont, NH 2016 – present

Nashua Brookside Hospital, Nashua, NH 1988-1990

Experience:

2007-present	Medical Director, West Central Behavioral Health Lebanon, NH <ul style="list-style-type: none">• Supervision of medical and nursing staff• Chair, Quality Improvement committee• Coordination of on-site research pilot studies• Ex-officio member, Board of Directors• Member, executive staff
1995-present	Clinic Psychiatrist, West Central Behavioral Health, Lebanon, NH <ul style="list-style-type: none">• Provided care to individuals with chronic mental illness, including psychotic illnesses, anxiety disorders, affective illness, PTSD, and borderline personality disorder• Supervised 3rd year psychiatry residents for one year rotation• Provide clinical guidance to interdisciplinary care teams
1990-present	Private Practice, general psychiatry, White River Junction, VT
1993-1995	Staff Psychiatrist, Counseling Center of Lebanon West Central Behavioral Health, Lebanon, NH
1990-1991	Research Associate with George Vaillant, M.D. Institute for the Study of Adult Development Dartmouth Medical School, Hanover, NH
1982	Editor, Motherhood and Childbirth Project Women's Studies Research Center University of Wisconsin, Madison, WI
1978-1981	Patient Educator and counselor Wisconsin Clinical Cancer Center University of Wisconsin Hospitals & Clinics Madison, WI

Major Committee Assignments and Consultations:

National and Regional

Consortium of Women Psychiatrists, Hanover, NH	1992-1996
Women's Information Service (WISE), Lebanon, NH	1990-2003
Volunteer training consultant	
National Cancer Institute, Evaluation Consultant	1979-1981
Cancer Information Service Evaluation Task Force	

Institutions:

Obstetrics and gynecology / Psychiatry Liaison Committee	1994-1996
Psychobiology of Women Steering Committee	1990-1997
DHMC Department of Psychiatry	
Parental leave Task Force, chairperson	1988-1990
DHMC Department of Psychiatry	

Memberships in Professional Societies:

American Association of Community Psychiatrists
 American Medical Women's Association
 American Psychiatric Association
 Association for Women in Psychiatry
 National Alliance for the Mentally Ill
 New Hampshire Medical Society
 New Hampshire Psychiatric Association
 Vermont Psychiatric Association

Teaching Activities:

Outpatient Psychiatry Seminar	1996 - present
Third year psychiatry resident seminar on models and practice of outpatient care	
Adult Development Didactics	2002 - 2015
Psychiatry residency curriculum, DHMC, Lebanon, NH	
"Gender, Culture and Spirituality in Psychiatry"	
Didactic module in psychiatry residency curriculum, Dartmouth-Hitchcock Medical Center, Lebanon, NH	1997 - 2004
Introduction to Psychiatry, clinical instructor	1993 - 2007
Second year medical student introductory course Dartmouth Medical School, Hanover, NH	
Supervision of Psychiatry Interns and Residents	1991 - present
Dartmouth-Hitchcock Medical Center, Lebanon, NH	
"Health, Society, and the Physician," group facilitator, Dartmouth Medical School fourth year course, Department of Family and Community Medicine	1995
Case Conference Coordinator, Outpatient Psychiatry	1994 - 1996
Third year psychiatry resident training seminar	

Dartmouth-Hitchcock Medical Center, Lebanon, NH
The Psychology of Women in Health and in Sickness 1991
Undergraduate seminar professor
Dartmouth College, Hanover, NH

Other Professional Activities:

Private Practice Supervision Group	1993 - present
Co-organized Women and Psychiatry module	1989 - 1997
in psychiatry residency curriculum, DHMC, Lebanon, NH	
Cofounder, regional conference, women & psychiatry	1993 - 1994
Women's Health Faculty Study Group	1990 - 1996
Co-leader, psychodynamic psychotherapy group practicum	1991 - 1993

Invited Presentations:

"The Role of an ObGyn/Psychiatry Liaison Group in Interdepartmental Program Development," North American Society for Psychosocial Obstetrics and Gynecology annual meeting, Santa Fe, NM, Feb. 1996.

"Women and Depression," Dartmouth Medical School elective on Women's Health, October 1995.

"Issues in Working with Difficult Personalities." Regional continuing education program for midwives, October 1994.

"Ego Defenses in Brief Psychotherapy." Psychiatry seminar, DHMC, Dec. 1994.

"Caring for Survivors of Sexual Abuse." in Topics in Primary Care of Women, DHMC, Continuing Medical Education program, November 1992.

"Prenatal Care and Childbirth Issues for Survivors of Childhood Sexual Abuse." Regional continuing education program for midwives, October 1992.

"Postpartum Psychiatric Disorders." Women's Health Faculty Study Group, DHMC, 1992.

"Postpartum Psychiatric Disorders." Dept. of Ob/Gyn, Nursing Division, DHMC, 1992.

"Women and Anger." Regional CME course on The Psychology of Women, Hanover, NH, September, 1993.

"Women and Anger." Women's Health Faculty Study Group, DHMC, 1993.

"Psychiatric Aspects of Pregnancy and the Puerperium." Psychiatry residency seminar, DHMC, April 1993.

"Psychiatric Aspects of Abortion." Psychiatry residency seminar, DHMC, April, 1992.

"Adult Development." Psychiatry residency seminar, DHMC, April, 1991.

"Screening for Psychiatric 'Red Flags'." Women's Information Service (WISE), Lebanon, NH, incorporated into semiannual training program, 1991-present.

Publications:

Roston, D. An extraordinary team. *Community Psychiatrist*. A Publication of the American Association of Community Psychiatrists. 32:1. 12-13. April 2018.

Roston, D. Surviving suicide: a psychiatrist's journey. *Death Studies*. 41:10, 629-634. DOI: 10.1080/0748118712017.1335547. Routledge Press. 2017.
<https://doi.org/10.1080/07481187.2017.1335547>.

Vaillant, GE, Orav, J, Meyer, S, Vaillant, L, and Roston, D. Late life consequences of affective spectrum disorder. *Intl. Psychogeriatrics* 8:1-20; 1996.

Roston, D. A Season for Family: One Physician's Choice. *Psychiatric Times*. Oct. 1993.
Roston, D. On Studying Anatomy. *Academic Medicine*. 68:2, February 1993.

Roston, D., Lee, K., and Vaillant, GE. A Q-Sort Approach to Identifying Defenses. in Vaillant, GE, editor, Ego Mechanisms of Defense: A Guide for Clinicians and Researchers. Washington, DC: American Psychiatric Press, 1992.

Vaillant, GE, Roston, D, and McHugo, G. An Intriguing Association Between Ancestral Mortality and Male Affective Disorder. *Archives of General Psychiatry*. 49, 709-715, 1992.

Roston, D. Acupuncture: Possible Mechanisms of Action. *The New Physician*. Jan 1985.

Roston, D., Editor, Motherhood Symposium Proceedings. Women's Studies Research Center, University of Wisconsin, Madison, WI. 1982.

Roston, D., and Blandford, K. Developing an Evaluation Strategy: A Client Survey Research Model. I Info and Referral Systems. 3:1, 1980.

Roston, D., and Blandford, K., Wisconsin Cancer Information Service User Survey Research Study. Wisconsin Clinical Cancer Center. Madison, WI. 1980.

Contact information:

Diane Roston, M.D.
Medical Director
West Central Behavioral Health
9 Hanover Street, Suite 2
Lebanon, NH 03766
603-448-0126
droston@wcbh.org

CURRICULUM VITAE

NANCY NOWELL

EDUCATION

Predoctoral Internship in Clinical Psychology
Albany Psychology Internship Consortium
Albany, New York
American Psychological Association (APA)-accredited program

Ph.D. (1992): Clinical Psychology
Northern Illinois University (NIU)
APA-accredited program

M.A. (1988): Clinical Psychology
Northern Illinois University (NIU)

B.A. (1985): Psychology
The University of Kansas

CLINICAL EXPERIENCE

February, 2008 - Present: Vice President of Clinical Service organizes the development of all clinical programs within WCBH. Also, develops, implements, and updates clinical procedures to ensure high quality of care.

September 2003 - February 2008: Vice President of Outpatient Operations responsible for planning, organizing, directing and evaluating outpatient clinical services of the WCBH.

March 2002 - September 2003: Vice President of Quality Improvement and Training at WCBH maintaining high standards of care and compliance with requirements stipulated by funding sources and regulatory bodies. Support and guide all quality improvement efforts. Write policies and procedures; serve as resource for quality assurance and improvement activities. Supervise the Risk Management Director and QA Manager.

February 1999 - March 2002: Director of Risk Management at WCBH ensuring all clinical programs maintain high standards of care and were in compliance with requirements stipulated by funding sources and regulatory bodies. Write policies and procedures, develop educational risk management and safety programs and train employees.

July 1998 - February 1999: Psychologist providing psychotherapy to clients. An active member of the treatment team. Document and coordinate care and offer clinical testing and supervised staff.

July, 1995 - July, 1998: Licensed Clinical Psychologist in group psychology practice. Evaluation, therapy, and psychological testing for adults, families, couples, adolescents, and children. State disability evaluations. Areas of specialization and interest include women's issues; the cognitive-behavioral treatment of eating disorders, depression, and anxiety; marital therapy; adjustment to divorce in adults and children; and grief and loss issues.

July, 1994 - June, 1995: Psychologist in hospital-affiliated outpatient mental health agency, Hurley Mental Health in Burton, Michigan. Therapy and psychological testing for adults, adolescents, and children. ADHD evaluations. Assessment and treatment upon referral from the State child protective services agency. Intake evaluations and triage. Supervision of Limited Licensed Psychologists.

July, 1994- June, 1995: Psychologist in group practice, Center for Personal Growth in Huron Michigan. Therapy for adults, families, couples, adolescents, and children. Specialization in the outpatient treatment of eating disorders, marital therapy, and the treatment of mood and anxiety disorders.

January, 1992 - June, 1994: Counselor at Rensselaer Polytechnic Institute's (RPI) College Counseling Center in Troy, New York. Responsibilities included counseling, assessment (including learning disabilities assessments), frequent on-call duties, crisis intervention, consultation with campus community, health education committee work, supervision of graduate students in training, and participation in quality assurance. Presentations and workshops on suicidal students, family problems, relationship issues, depression, anxiety, stress management, academic underachievement, learning disabilities, adjustment to college, substance abuse, eating disorders, assertiveness, and psychological aspects of sexual harassment.

September, 1990 - August, 1991: Predoctoral intern at Albany Psychology Internship Consortium. Included three four-month rotations on inpatient unit (Albany Medical College), outpatient services (Capital District Psychiatric Center, Albany County Mental Health Clinic), and health/neuropsychology (VA Hospital). Inpatient and outpatient psychotherapy and psychological testing. Year-long family therapy practicum. Training in child custody evaluations. General psychotherapy groups. Weight management and cardiac rehabilitation groups. Presentations on PTSD, grief, panic disorder, eating disorders, and depression. Supervision of externship students from the State University of New York (SUNY) at Albany.

Spring, 1990: Psychology Trainee. Co-led a women's issues therapy group at Family Service Agency in DeKalb, Illinois

January, 1990 - June, 1990: Behavioral Consultant at Bethesda Lutheran Home in Aurora, Illinois, a residential facility for the developmentally disabled.

Fall, 1989: Neuropsychology Extern at the University of Wisconsin Medical School, Mount Sinai Campus in Milwaukee, Wisconsin, under the supervision of Dr. Kerry Hamsher. Externship provided exposure to assessment and differential diagnosis in neurobehavioral disorders.

July, 1988 - August, 1989: Clinical Assistant at the NIU Psychological Services Center. Responsibilities included conducting individual, child, marital, group, and family psychotherapy; intake interviews; participation in administrative functions; and external workshops.

Spring, 1987 and Spring, 1988: Psychology Trainee. Co-led eating disorders therapy groups at the NIU Counseling and Student Development Center.

August, 1985 - May, 1988: Psychology Trainee. Six semesters of psychotherapy practicum at the NIU Psychological Services Center. Conducted individual and family psychotherapy and intellectual and personality assessments with children and adults.

TEACHING EXPERIENCE

Spring, 1998: Auxiliary Instructor of Social Sciences at Jefferson Community College. One section of General Psychology and one section of Child Development.

Fall, 1997: Auxiliary Instructor of Social Sciences at Jefferson Community College. One section of General Psychology and one section of Abnormal Psychology.

Summer, 1997: Auxiliary Instructor of Social Sciences at Jefferson Community College. One section of General Psychology.

Spring, 1997: Auxiliary Instructor of Social Sciences at Jefferson Community College. Two sections of General Psychology and one section of Child Development.

Spring 1988: Teaching Assistant for graduate level course at NIU, Clinical Psychology ID: Personality Assessment.

Fall, 1987: Teaching Assistant for graduate level course at NIU, Clinical Psychology I: Theory and Assessment of Intellectual Functioning.

Spring, 1987: Teaching Assistant for two sections of Introductory Psychology at NIU.
Fall, 1986: Teaching Assistant for two sections of Introductory Psychology at NIU.

RESEARCH EXPERIENCE

May, 1992: Nowell, N.A.S. Investigation of dimensions associate with bulimic symptomatology. Unpublished Dissertation, Northern Illinois University, DeKalb, Illinois.

August, 1989 - August, 1990: Awarded Dissertation Completion Award from NIU Graduate School.

May, 1988: Sheldon, N.A. & McCanne, T.R. Impulsivity in bulimic syndrome. Presented at the meeting of the Midwestern Psychological Association, Chicago.

November, 1987: Sheldon, N.A. Impulsivity in the bulimic syndrome. Unpublished Thesis, Northern Illinois University, DeKalb, Illinois.

August, 1985 - August, 1986: Research Assistant at NIU. Participated in a wide variety of research activities including design, implementation, and data analysis of psychophysiological studies and eating disorders research.

PROFESSIONAL AFFILIATIONS

American Psychological Association

Cynthia A. Twombly, MA, MBA, LCMHC

Professional Experience

West Central Behavioral Health, Lebanon, NH

2/2009 - Present

Vice President Operations

Member of the Executive leadership team responsible for strategic planning, fiscal management, policy setting, and employee relations for a community behavioral health system servicing New Hampshire's Sullivan and Lower Grafton Counties. Work in conjunction with CEO and other members of the Executive Team assessing overall organizational performance against annual budget and business goals. Work collaboratively to develop agency's long-range strategies and solutions to complex issues that arise making sure to optimize resources and minimize risk.

Provide leadership for professional staff in management roles including Quality Improvement, Information Technology, Facilities Management, Administrative Support, Patient Registration, Medical Records, Safety and Child Impact for the agency's six outpatient locations, a senior 16 bed residential facility (Arbor View) and administration facilities.

- Direct oversight of system wide compliance with state, federal, and managed care regulatory requirements and standards.
- Direct the process of continuous process improvement to increase work flow efficiencies and eliminate redundancies for front office, clinical documentation requirements and quality improvement.
- Assess, monitor and impact the agency's managed care quality measures reporting requirements and pay for performance initiatives.
- Oversee and responsible for the application process and reporting requirements for Center of Medicaid and Medicare Services' Merit-Based Incentive Payment System (MIPS), Physician Quality Reporting System (PQRS), the Meaningful Use Incentive, State of NH DHHS and Integrated Delivery Network (IDN) quality reporting measures.
- Assessed and directed the agency's operational needs and implementation of new IT/Software systems: 2 electronic medical records, operations reports system and E-Prescribing.
- Participate as a member of the Internal Quality Improvement Committee developing and implementing agency policy and monitoring procedures.
- Participate as a member of external committees and stakeholders:
 - Integrated Delivery Network (IDN-1) Integrated Care Implementation Committees (4)
 - Greater Sullivan County Public Health Network strategizing and implementing public health improvements.
 - NH Citizen's Health Initiative Behavioral Health Integration Learning Collaborative
 - Upper Valley & Greater Sullivan County Emergency Preparedness Assessment and Strategy Development Committees
- Provide leadership and guidance implementing the agency's goals as a member of the New England Practice Transformation Network initiative that is charged to improve quality care and impact health care reform by CMS.
- Contribute to the Board of Directors Development Committee as a member supporting fundraising and advocacy for
- Provided leadership to the agency's signature 2 day fundraiser including oversight of Steering Committee and 50+ event volunteers.
- Collaboratively developed the agency's annual \$10 million budget with previous Chief Financial Officer's including working with Clinical Program Directors on budget planning and forecasting.
- Directed the relocation process impacting four Sullivan County outpatient facilities including lease negotiation, facility fit-up/design, and sale of real estate.

Center for Life Management, Derry, NH

10/2007 - 1/2009

Director, Integrated Care

- Developed an Integrated Service Delivery Model including operations, financial projections, policies, and marketing strategy targeted to Primary Care and Specialty Physician practices for growth and development of services into locations within the Rockingham County region.
- Developed new programs and services in collaboration with Parkland Medical Center's Executive Team. Developed and maintained physician relationships to increase referral base and improve quality of care for patients.
- Improved community awareness and brand through a collaborative effort with marketing consultant including development and production of a regional community television program and a testimonial video production.
- Developed a strategic plan to partner the targeted community, Major Gift's effort, medical system community and the organization through an inaugural charity event to increase awareness and fund development
- Contributed to of the Board of Directors Development Committee as member supporting fundraising and advocacy for CLM.

Affiliated with Nashua Medical Group, Harvard Pilgrim Health Plan, Nashua, NH

- Provided in-depth needs assessment and treatment for adults/adolescents, couples, families to improve cognitive, emotional and behavioral functioning and symptoms.
- Coached/trained individuals and groups in skills for career development, work relationship dynamics, problem solving, goal setting, personality preference/typing, stress management and wellness.
- Contracted EAP consultant/counselor services to local businesses and corporations.
- Provided corporate and business training in leadership, team development/dynamics, effective communication, conflict resolution, and stress and change management.

Southern NH Health Systems, Nashua, NH

10/1998 - 8/2001

Director

- Contributed to the strategic planning, development and implementation of an integrative prevention health center including staffing of providers and administration, fit-up, design, operations, forecasting and budgetary responsibilities.
- Participated in the development of a strategic marketing plan for the health center including branding, naming, logo development, and creation of advertisements and media role-out.
- Recruitment and hiring of physicians, support staff and allied health professionals.

Center for Life Management, Salem, NH

5/1997 - 2000

Fee for Service Clinician

- Provided in-depth needs assessment and treatment for adults/adolescents, couples, families to improve cognitive, emotional and behavioral functioning and symptoms.

Southern NH Health Systems, Nashua, NH

5/1993 - 10/1998

Cardio-Pulmonary Rehab, Clinical

- Developed and managed chronic disease and prevention programs within the Cardio-Pulmonary and Community Health Department.
- Provided physical conditioning, reconditioning, risk factor reduction and education through exercise prescription, supervised exercise and educational programs.
- Interfaced with Senior Management, Physician Committees and Chief of Staff for growth and development of integrated programs within the Southern New Hampshire Medical Center System.
- Participated as a member for the development and management of hospital wide wellness programs and pain management committees.

Nashua Downtown Development, Nashua, NH

9/1987 - 2/1993

Business/Community Development Director

- Reported directly and accountable to Board of Directors.
- Budgetary responsibility and fiscal management
- Recruited/solicited businesses to relocate/expand to the Downtown region of Nashua, NH.
- Responsible for all media communications including television, radio and newspapers.
- Wrote and published a quarterly newsletter.
- Advocated/collaborated with city and state government, arts, business, property owners and corporate leaders to support the mission of the organization.
- Developed and oversaw large scale community events for the region.

Additional Previous Experience:

Wellness Consultants of New England - Owner

- Provided corporate wellness, fitness and health education program services.

Matthew Thornton Health Plan

- Wellness Educator for the health plan's corporate employers provided cholesterol and glucose screening, fitness assessments, wellness education for the health plan's corporate employers in New England.

Sanders Associates, Nashua, NH

- Cost Accountant in a manufacturing defense corporation

Education

Masters in Business Administration - Rivier College, 2001
Masters of Arts, Department of Education, Counseling - Rivier College, 1997
Bachelors of Arts, Department of Psychology, Psychology - Rivier College, 1993
Associates Degree, Department of Business, Accounting - Hesser College, 1987

Professional Clinical License/Certifications

Licensed Clinical Mental Health Counselor - State of NH #336, 1999 - Present
Exercise Specialist Certification - Springfield College, 1985

Clinical Mental Health Counselor Internship

Center for Life Management, Salem, NH - 9/1996 - 5/1997

Adjunct Faculty Academic Posts

Granite State College, Psychology Department, Lebanon, NH, 1/2011 - 12/2011

Courses facilitated: Human Development
Abnormal Psychology

Rivier College, Graduate Business Department, Nashua, NH, 1/2002 - 6/2007

Courses facilitated: MBA Program: Health Care Administration
Marketing
Strategic Marketing Management

New Hampshire Community College, Psychology and Human Services Departments,
Nashua, NH, 8/2001 - 6/2007

Courses facilitated: Human Relations in the Organization
Human Development
Introduction to Psychology
Family Assessment and Dynamics

Community Leadership

VHN of NH and VT - Board Trustee - 2016 - Present

Chair - VNH of NH and VT Governance Committee - 2017 - Present

VNH of NH and VT - CEO Search Committee Member - 2017 - 2018

Upper Valley Leadership Governance Committee 2017- Present

Upper Valley Leadership Institute - Class 2016

Toastmasters International, Manchester, NH - 2005 - 2009

South Pines Homeowners Association, Conway, NH - Treasurer - 2006 - Present

City of Nashua, Mayor Donchess's Childcare Commission - Former

YWCA, Nashua, NH - Board Member - Former

ROBERT GONYO



EXPERIENCE

***Accounting Manager
Lake Sunapee Bank
Newport, New Hampshire***

2014 – Present

- Responsible for managing the Accounting Department of a 1.6 billion dollar community bank with 35 branch locations within New Hampshire and Vermont to insure optimum accuracy, efficiency, and delivery of services.
- Work with external and internal auditors to provide accounting related documentation needed for audits.
- Review and approve the distribution of checks issued by Accounts Payable.
- Manage monthly recurring and non-recurring accruals and review of overall expenses.
- Prepare weekly filing of FR 2900, monthly calculation and filing of Vermont Sales & Use Tax return, quarterly filing of Vermont Bank Franchise Tax return and filing of annual reports with various Secretaries of State for 6 corporations.
- Responsible for accounting and reporting of \$188 million dollars of bank owned investments.
- Monitor and adjust pledged deposits weekly based on current market values of investments.
- Review and determine daily cash needs at Federal Reserve Bank with access to line of credit at Federal Home Loan Bank of Boston.
- Experience working with Jack Henry banking software and Fiserv investment software.
- Manage and direct a staff of 5 reporting directly to the Vice President and Director of Financial Reporting/Controller.

***Revenue Manager
Lutheran Social Services / Ascentria Care Alliance
Concord, New Hampshire***

2013 – 2014

- Responsible for the oversight of the accounts receivable billing and collections function for all subsidiaries.
- Oversee 7 direct reports providing leadership and coaching while holding direct staff accountable for accurate and timely completion of their duties.
- Monitor and manage any identified disruptions or delays within the revenue cycle.
- Determine and recommend general and specific reserves against bad debts and routinely analyze the collectability of receivables.
- Ensure departmental effectiveness and compliance with all third-party billing and collection requirements including eligibility and authorization functions.
- Maintain contact with program directors throughout the agency and external funding agencies in order to ensure proper management of all contracts and grants.
- Provide analysis of revenue contracts/grants to assist in making sure that revenue from contracts/grants are maximized.
- Experience with federal contracts, UFR categories for cost reimbursements, EIM billing and cost reimbursement billing processes and procedures.
- Knowledge of contract principles, laws, statutes, Executive Orders, regulations and procedures.

***Fiscal Director
Community Alliance of Human Services
Newport, New Hampshire***

2008 – 2013

- Responsible for all fiscal service operations including all monthly, quarterly and annual reporting requirements.
- Post all general ledger entries and reconcile all bank accounts.
- Oversee all accounts receivable (including Medicare, Medicaid & private pay billings), accounts payable, payroll and collection efforts.
- Responsible for preparing annual operating budgets for a multi company organization.
- Manage daily cash flow requirements.
- Implement internal controls in the areas of accounts payable, accounts receivable and payroll. Provided quarterly reporting requirements for various local, county, state and federal grants and

assisted with grant writing proposals.

- Work with Board of Director's, management team and staff to provide financial analysis.
- Oversee annual certified audit.
- Perform monthly financial statement reviews with Directors.
- Implement accounting software upgrade and facilitated the moving of payroll processing from an external source to internal processing.
- Experienced EIV Coordinator for HUD subsidized 40 unit elderly housing complex.
- Responsible for completing annual Medicare Cost Report for a Home Health Agency.
- Manage and direct Staff Accountant.

Revenue Control Accountant
NFI North
Contoocook, New Hampshire

2003 – 2008

- Responsible for printing monthly cost center financial statements for 23 programs along with a corporate consolidation.
- Review bi-monthly billings for accuracy and tie revenue amounts back to program census.
- Member of Software Selection Committee charged with selecting a new client data management system for entire agency.
- Worked to set up finance module of new client data management system allowing a seamless transition to the new software.
- Produce monthly cash flow showing six months actual and six months projections.
- Update management team on a weekly basis of the cash flow status.
- Close and reconcile accounts receivable and post revenue to Great Plains general ledger monthly.
- Calculate allowance for doubtful accounts.
- Approve monthly reconciliation and weekly batches for accounts payable.
- Perform monthly budget reviews with Program Managers.
- Work with billing department to develop and institute rebilling and collection procedures.

Controller
Brattleboro Reformer / Town Crier
Brattleboro, Vermont

2002 – 2003

- Responsible for producing monthly financial statements for two publications.
- Produce weekly revenue and expense forecasts for the current month and monthly produce a rolling three months forecast.
- Developed inventory controls allowing daily updates of newsprint inventory levels.
- Provide corporate office with explanations of monthly revenue and expense budget variances. Work with circulation department to develop and institute collection procedures.
- Responsible for preparing annual operating budgets, filing of sales and use tax returns, reviewing and approving salesman commissions and accounts payable invoices.
- Work with management and staff to provide analysis and support.
- Produce daily production and revenue reports allowing management to quickly adjust and compensate for variances from expected results.
- Manage and direct staff in the areas of payroll, accounts receivable and credit & collections.

Controller
Merriam-Graves Corporation
Charlestown, New Hampshire

1998 – 2002

- Responsible for preparing monthly financial statements in a multi-corporate environment, providing financial support for 4 corporations including cost center financial statements for 34 multi state branch locations, corporate consolidations and monthly/quarterly reporting requirements.
- Manage daily cash flow and line of credit for all locations.
- Coordinated local banking relationships into a primary centralized corporate account for maximum utilization of funds.
- Worked in conjunction with the CFO to reorganize the corporate structure to create efficiencies and reduce costs.
- Provide analysis and support to all levels of management and staff.
- Ensure the accuracy of month-end closings and the integrity of the general ledger.

- Responsible for A/P, A/R, P/R, managing fixed assets, all state sales and use tax reporting and the preparation for the annual certified audit.
- Design and maintain internal controls, standardize internal policy and procedures throughout the company.
- Developed and instituted an internal branch audit system, providing an independent confirmation of inventories and cash management.
- Successfully integrated 5 acquisitions into the corporate financial structure.
- Direct a staff of 7 reporting directly to the Chief Financial Officer.

Assistant Comptroller
Wakeman Industries, Inc. (Merriam-Graves Corporation)
Charlestown, New Hampshire

1992 – 1998

- Responsible for producing detailed monthly financial statements with statistical highlights on an IBM AS/400 for 26 branches, 9 corporations and 2 consolidations.
- Coordinated with I/S staff and software provider to ensure the accuracy of general ledger during all phases of the computer conversion.
- Managed and directed support staff in the areas of payroll, accounts payable and accounts receivable. Streamlined the financial reporting process which resulted in more accurate and timely monthly financial statements.
- Assisted with the developing and preparation of the annual operating budgets.
- Managed daily cash flow requirements with access to \$5,000,000 line of credit.
- Responsible for management and reporting of approximately \$3,000,000 accounts receivable.
- Managed and calculated salesman commission and branch manager bonus programs.
- Assisted with annual certified audit.

Staff Accountant
Wakeman Industries, Inc. (Merriam-Graves Corporation)
Charlestown, New Hampshire

1988 – 1992

- Set up and maintained cost allocation spreadsheets in Microsoft Excel to distribute centralized costs to all branches.
- Implemented AS/400 based fixed asset system.
- Produced depreciation expense schedules for fleet of 100 trucks, tractors and trailers. Experienced with payroll processing for 225 personnel.
- Set up and maintained multi state sales tax exemption files.

Office Administrator
Suburban Realty, Inc.
Manchester, New Hampshire

1984 – 1987

- Responsible for managing all bookkeeping and administrative functions.
- Implemented advertising program which allowed equal exposure for all listed properties.

EDUCATION

Bachelor of Science degree in Accounting
New Hampshire College
Manchester, New Hampshire

PROFESSIONAL AFILIATIONS

Serves as the Board Treasurer to Housing for the Elderly and Handicapped of Newport, Inc.
Newport, New Hampshire

SUSAN J. WHITE, MA, PHR

PERFORMANCE PROFILE

Human resources professional with approximately ten years of experience working in a variety of industries: higher education, health care, human services, hospitality.

PROFESSIONAL SKILLS

Recruitment
Legal Issues & Compliance
Leadership Development
Employee Engagement
Safety

Performance Management
Worker's Comp/Unemployment
Job Descriptions/Specifications
Coaching
Supervision

Benefit Administration
Employee Relations
HR Policies & Process
Employee Orientation
Microsoft Office Suite

PROFESSIONAL EXPERIENCE

WEST CENTRAL BEHAVIORAL HEALTH | Lebanon, NH
June 2018 to present

Director of Human Resources – Oversee the full scope of human resources: employment, compensation, benefits administration, recruitment, policy and procedure development, employee relations, workers compensation, compliance – for non-profit community mental health agency with 170 employees.

- Coordinate daily HR functions supporting 170 employees with one HR Generalist and one HR Administrative Assistant
- Drafted action items to address workforce challenges as part of the Workforce Development Strategic Plan and monitor effectiveness
- Wrote Integrated Delivery Network grant proposal to successfully obtain funding to support Workforce Development Plan
- Manage and ensure compliance with human resources policies
- Created a non-FMLA unpaid leave policy for new employees under one year of employment
- Counseled supervisors on employee performance and behavior issues
- Created Human Resource Department procedure manual

QUECHEE LAKES LANDOWNERS' ASSOCIATION | Quechee, VT
July 2015 to May 2018

Human Resources Associate – HR Generalist – manage all facets of human resources department including recruitment, new employee orientation, employee relations, benefits administration and enrollment, training, safety, compliance, reporting – for four-season country club with 150 to 250 employees.

- Captured savings in benefit cost reductions and improved benefit coverage for employees as well as employee out of pocket savings
- Redesigned and conducted new hire orientation
- Implemented online onboarding to include completion of employment documentation
- Manage and administer employee benefits programs: group health, life, STD/LTD, 401(k)
- Partner with employees and managers to effectively resolve conflicts, provide coaching and counseling regarding employee relations, develop PIPs and participate in termination meetings
- Ensure compliance with federal and state employment regulations, plus OSHA and IRS regulations
- Process workers' compensation, unemployment wage requests, FMLA
- Work with and maintain sensitive and confidential materials

Susan J. White

LEDDY GROUP | Lebanon, NH
June 2015-August 2015

HR Administrative Assistant (Temporary) - contract position at FujiFilm Dimatix, Inc. in Lebanon, NH. Performed filing and prepared new hire packets.

MT. ASCUTNEY HOSPITAL AND HEALTH CENTER | Windsor, VT
Development Office
June 2014 to March 2015

Senior Administrative Assistant (Temporary) – developed donor profiles by identifying and gathering biographical, professional, wealth, philanthropic and relationship information for hospital's major capital campaign.

GEISEL SCHOOL OF MEDICINE AT DARTMOUTH | Hanover, NH
The Dartmouth Institute for Health Policy & Clinical Practice (TDI)
June 1999 to August 2013

Human Resources Coordinator (2009-2013) – recruitment, applicant screening and interviewing, created job descriptions, performed position analysis, salary negotiation, coaching, performance management, faculty recruitment, coordinated H-1B visas – for a department with 130 employees including faculty conducting research and education to improve patient care and develop new health care delivery models.

- Managed full lifecycle recruitment activities
- Investigated performance issues and developed performance improvement plans
- Developed employee orientation/onboarding process
- Designed and implemented training program for administrative assistants new to Dartmouth
- Assisted with development of department employee performance evaluation
- Conducted exit interviews
- Provided interpretation and clarification of College policies, and Federal and State employment laws

Executive Assistant/Project Coordinator II (1999-2009) – Member of core research team conducting a multi-site randomized clinical trial. Full-spectrum conference management.

- Assisted with development and distribution of study documents, including protocols, questionnaires and other materials
- Acted in executive support capacity to senior hospital and college administrator
- Assisted in preparation and submission of materials to the Institutional Review Board (IRB), Data and Safety Monitoring Board (DSMB), and Principal Investigators' meetings
- Coordinated logistics for conferences and managed various aspects of event planning
- Prepared correspondence, including letters of recommendation

WEST CENTRAL BEHAVIORAL HEALTH | Lebanon, NH
April 1994 – June 1999

Office Manager, Counseling Center of Lebanon – Supervised the work of the office and administrative employees and sought ways to improve the office operations.

- Conducted administrative and clinical staff orientation to include office procedures, safety, office technology.
- Developed a managed care notebook to provide clinicians with guidelines to obtain pre-authorization for treatment with the various insurance companies
- Participated in pilot program for central access referral

Susan J. White

EDUCATION & PROFESSIONAL CREDENTIALS

M.A., Human Resources Management – Webster University
Webster University Lambda Kappa Chapter of the Delta Mu Delta International Honor Society in Business

B.S. – Nathaniel Hawthorne College
Magna cum laude, Business Administration

Human Resources Certification Institute (HRCI) Professional Human Resources (PHR)

OSHA 10-Hour General Industry certification

PROFESSIONAL HR AFFILIATIONS

Member – Society for Human Resources Management (SHRM)

Member – River Valley Human Resources Association (RVHRA)

Dave Celone



A creative and experienced non-profit advancement professional skilled in many aspects of fundraising, donor relations, foundation & corporate relations, development writing, marketing, major & annual gift programs, alumna & community relations, campaign management, and social media marketing.

EXPERIENCE

2019 – WEST CENTRAL BEHAVIORAL HEALTH

present Lebanon, NH

Director of Development & Community Relations

Manage the development and community relations departments for this \$10 million non-profit community mental health center that operates regionally with offices in Claremont, Lebanon, and Newport, NH. Report to the CEO/President with board committee oversight responsibilities.

2012 – ADVANCEMENT CONSULTING SERVICES

present Lyme, NH and Thetford, VT

Principal and Consultant

Provide campaign strategy, fundraising, marketing, social media, media, and alumna & community relations consulting services to clients locally and internationally.

2013 – HERECAST.US/SUBTEXT MEDIA

2019 White River Junction, VT

Freelance Writer

Freelance writer/blogger for HERECAST.US and its predecessors DAILYUV.COM and THEUPPERVALLEY.COM, regional online providers of news, events, and classified listings to the greater New England area.

2019 Dartmouth College Skiway

(Feb – Apr) Lyme, NH

Temporary Position

Assist the Dartmouth Skiway operations team as directed by the Skiway director including helping the Skiway's social media efforts and regional media presence for the annual Skiway Pond Skim fundraising event to benefit Special Olympics of NH.

2014 – LONG RIVER GALLERY & GIFTS

2018 White River Junction, VT and Lyme, NH

Principal and Manager

Responsible for all aspects of management, retail sales, product sourcing, marketing, content development, events, and PR for this fine art and craft gallery featuring works from over 150 regional artists and artisans. Managed 30 artists to staff gallery. Curated art shows onsite and offsite, worked with local businesses, the Town of Hartford, and State of VT to promote the arts regionally. Wrote & published articles, ad copy, and social media postings for Long River Gallery & Gifts and other local businesses to define, expose, and broaden the WRJ market. Sold business, July 2018.

2003 – TUCK SCHOOL OF BUSINESS AT DARTMOUTH COLLEGE
2012 Hanover, NH

Director of Development, Annual Giving and Alumni Relations

Responsible for raising major/capital gift and unrestricted operating revenue from Tuck alumni and friends. Solicited individual gifts up to \$25 million. Worked with private foundations to write and submit grant applications for restricted gifts. Managed the Tuck Annual Giving program to grow its alumni participation and revenue targets. Set strategy for campaigns, generated reporting mechanisms to track progress. Managed reunion activities and events. Worked with Board of Overseers and other boards/committees at Tuck and Dartmouth College. Worked with Tuck faculty and Dartmouth trustees. Oversaw more than 2,000 alumnae/i fundraising volunteers worldwide including Tuck's Corporate Giving and International Giving campaigns. As director of alumnae/i relations, instituted and managed the Tuck Alumni Lifelong Learning (TALL) program. Wrote copy for all Tuck Annual Giving campaigns and programs including solicitation pieces, corporate and international campaigns, volunteer manuals and training materials, and C-level solicitation communications from the Dean and other faculty members. Drafted/edited press releases in concert with Tuck Media Relations. Interfaced with *Financial Times*, *Wall Street Journal*, The NY Press Club, *Currents Magazine*, *The Chronicle of Higher Education*, *Poets & Quants*, and other media outlets to pitch stories. Developed and executed a social media presence for Tuck, as well as an online video platform for Tuck Annual Giving and the Tuck Alumni Lifelong Learning program. Created and managed Tuck's Student Advisory Board. Inducted as honorary member of Tuck Class of 1976.

2005 – UPPER VALLEY LAND TRUST
2006 Lebanon, NH

Director of Development

Managed all aspects of fundraising for this local non-profit in concert with Executive Director.

2005 – TUCK SCHOOL OF BUSINESS
2006 Hanover, NH

Consultant

Development, database, and technology consultant during a one-year leave from Tuck to pursue community-focused activities with the Upper Valley Land Trust.

1998 – DARTMOUTH COLLEGE/THE DARTMOUTH COLLEGE FUND
2003 Hanover, NH

Acting Co-Executive Director, Deputy Director, Associate Director

Responsible for all aspects of strategy, management, reporting, class-based fundraising, and volunteer management for this annual giving program of 40 staff members. Involved with Dartmouth Board of Trustees, faculty, and staff across university divisions. Oversaw major alumni fundraising reunion events. Developed strong database and technology skills. Wrote campaign press releases for internal and external audiences. Wrote copy for solicitation pieces and class fundraising newsletters. High-level committee and community involvement within and outside Dartmouth College and its Ivy League peer schools. Promoted from Associate Director to Deputy Director, to Acting Executive Director. Inducted as honorary member of Dartmouth Class of 1979.

1995 – VERMONT LAW SCHOOL
1998 South Royalton, VT

Director of Annual Giving

Managed all aspects of the Vermont Law School annual giving program. Worked with Board of Trustees. Developed class-based volunteer program to increase overall revenue and participation.

1992 – BLACK, BLACK & DAVIS
1995 White River Junction, VT
Attorney

Practiced Real Estate, Family, Medical Malpractice, Trusts, Small Business, Municipal, and Contracts law. Represented clients in civil and criminal court matters in VT.

1984 – INTERNATIONAL BUSINESS MACHINES (IBM)
1992 Hamden, CT and Tarrytown, NY
Account Marketing Representative; Staff Accountant

Responsible for sales and marketing of IBM hardware, software, and services to cross-industry clients in southern CT. Developed expertise in financial services and manufacturing. Achieved IBM Hundred Percent Clubs for exceeding sales targets and goals. (Educational leave of absence to attend law school from 1989-1992 while working summers at IBM in Hamden, CT and White Plains, NY.) Staff accountant in vendor and employee accounts payable responsible for >\$1 million per day in payables.

EDUCATION

2012 – 2014	VERMONT COLLEGE OF FINE ARTS, MASTER OF FINE ARTS IN WRITING	Montpelier, VT
1989 – 1992	VERMONT LAW SCHOOL, <i>JURIS DOCTOR</i> (MOOT COURT FINALIST)	S. Royalton, VT
1980 – 1984	QUINNIPIAC UNIVERSITY, BA IN ENGLISH, AS IN ACCOUNTING, MINOR IN SPANISH (<i>MAGNA CUM LAUDE</i> ; PRESIDENT/PRODUCER/ACTOR, QUINNIPIAC COLLEGE THEATRE WORKSHOP: PRODUCTIONS INCLUDED <i>ROCKY HORROR PICTURE SHOW</i> AS A FUNDRAISER, <i>HARVEY, OKLAHOMA, SOLID GOLD CADILLAC, PIPPIN</i>)	Hamden, CT
1984	ALLIANCE FRANÇAISE, SUMMER FRENCH LANGUAGE PROGRAM	Paris, France
1983	UNIVERSITY OF SALAMANCA, SUMMER SPANISH LANGUAGE PROGRAM	Salamanca, Spain

PROFESSIONAL MEMBERSHIPS

Member, Bars of the Vermont and Connecticut Supreme Courts (inactive & retired status),
1992 and 1995 - present
Member, Council for Advancement and Support of Education, 1995 - 2012
Member, Association of Fundraising Professionals, 1999 – 2010

BOARD/COMMITTEE EXPERIENCE

Founder & Member, VCFA Student Diversity Committee, 2013-2014
Member and Chair, numerous search committees at Dartmouth and Tuck, 1998 - 2012
Member, Upper Valley Trails Alliance Board of Trustees, 2009 - 2011
Member, Thetford Academy Board of Trustees, 2006 - 2009
Founding Member, Thetford, VT Diversity Forum, 2004 - 2007
Member, Thetford School Board of Directors, 2003 - 2005

OTHER

Founder and Organizer, Lampshade Poets of the Upper Valley (2013 - present)
Volunteer, The Upper Valley Haven "19 Days of December," a B2B fundraising program for regional homeless shelter (2015 - 2018)
Founder & Volunteer, Lyme, NH "Skating on the Common Project" to develop and maintain a public skating rink on the Lyme town green (2014 - 2017)

PERSONAL

I've raced sailboats of all sizes and have sailed small boats through the Windward Islands and San Juan Islands, as well as from Martinique to Bonaire, Key West to Biloxi, and Miami to Baltimore offshore. I enjoy most outdoor activities including Nordic skiing, ice hockey, Nordic skating, bicycling, and hiking. I enjoy reading and writing poetry, fiction, and non-fiction.

Key Personnel 6-10-21

Roger Osmun, PhD.	President/CEO	\$170,000	2.50%	\$4,250
Robert Gonyo	CFO	\$92,700	2.50%	\$2,318
Nancy Nowell	VP Clinical Services	\$97,850	3.50%	\$3,425
Cynthia Twombly	VP Operations	\$92,700	2.50%	\$2,318
Diane Roston, MD	Medical Director	\$122,853	4.00%	\$4,914
Dave Celone	Director of Development and Community Relations	\$65,000	0.00%	
Susan White	Director of Human Resources	\$66,950	0.00%	
				\$17,225



Lori A. Shibillette
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

His Excellency, Governor Christopher T. Sununu
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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,517,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates, and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

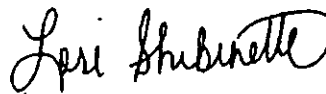
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX08SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083484

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shabinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$845,304	\$0	\$845,304
2021	102-500731	Contracts for program services	92204117	\$881,286	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,088	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,816,551	\$1,816,551
		Subtotal		\$1,328,722	\$1,816,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$69,885	\$427,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
			Subtotal	\$6,669,428	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
			Subtotal	\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
			Subtotal	\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
			Subtotal	\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
			Subtotal	\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
			Subtotal	\$227,824	\$60,000	\$287,824

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
		Subtotal		\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
			Subtotal	\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
			Subtotal	\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
			Subtotal	\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
			Subtotal	\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
			Subtotal	\$14,000	\$341,363	\$355,363

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Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
Subtotal				\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$653,326	\$653,326
Subtotal				\$26,000	\$653,326	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
Subtotal				\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
Subtotal				\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
Subtotal				\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
Subtotal				\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
Subtotal				\$167,692	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$126,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$687,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
Subtotal				\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
Subtotal				\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and West Central Services, Inc. d/b/a West Central Behavioral Health ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A) as amended on June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$3,001,206.
3. Modify Exhibit A, Amendment #1, Scope of Services by replacing in its entirety with Exhibit A Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #1, Methods and Conditions Precedent to Payment in its entirety and replace with Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment.
5. Add Exhibit K, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/11/2021

Date

DocuSigned by:

Katja Fox

ED9005804C83442

Name: Katja Fox

Title: Director

West Central Services, Inc. d/b/a
West Central Behavioral Health

6/10/2021

Date

DocuSigned by:

Roger W. Osmun, Ph.D.

0APDB54CB432473

Name: Roger W. Osmun, Ph.D.

Title: President and CEO


The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/11/2021

Date

DocuSigned by:



Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 2. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay within their home and community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenclyff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

West Central Services, Inc. d/b/a
West Central Behavioral Health

Exhibit A – Amendment #2

Contractor Initials

RWB

SS-2018-DBH-01-MENTA-02-A02
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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

West Central Services, Inc. d/b/a
West Central Behavioral Health

Exhibit A – Amendment #2

Contractor Initials

DS
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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal 70% of children and youth clients' needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with Modular Approach to the Treatment of Children-Anxiety, Depression, Trauma & Conduct (MATCH-ADTC) as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for:
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount.
 - 3.4.2. The full of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.

4. Division for Children, Youth and Families (DCYF)

- 4.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 4.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

5. Crisis Services

- 5.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 5.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.
- 5.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 5.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.

West Central Services, Inc. d/b/a
West Central Behavioral Health

Exhibit A – Amendment #2

Contractor Initials

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
- 5.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 5.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 5.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
- 5.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH; and
 - 5.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 5.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
- 5.7.1. One (1) Master's level clinician.
 - 5.7.2. One (1) peer support specialist as defined by HeM 426.13(d)(4).
 - 5.7.2.1. Bachelor's level staff, or a Certified Recovery Support Worker (CRSW) may be substituted into the peer role up to 50% of FTE peer allocation.
 - 5.7.3. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 5.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 5.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transforming crisis services for Department approval no later than

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
- 5.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 5.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 5.9.3. The plan to meet each performance measure over time.
 - 5.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 5.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 5.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
- 5.11.1. The location of the crisis.
 - 5.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 5.11.3. Any accommodations needed.
 - 5.11.4. Treatment history of the individual, if known.
- 5.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 5.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental health Services Administration (SAMHSA).
- 5.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 5.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.

West Central Services, Inc. d/b/a
West Central Behavioral Health

Exhibit A – Amendment #2

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
- 5.16.1. Face-to-face assessments.
 - 5.16.2. Disposition and decision making.
 - 5.16.3. Initial care and safety planning.
 - 5.16.4. Post crisis and stabilization services.
- 5.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.
- 5.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community, within one (1) hour of the request ensuring:
- 5.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer and/or BS and/or CRSW if occurring at locations based on individual and family choice that include but are not limited to:
 - 5.18.1.1. In or at the individual's home.
 - 5.18.1.2. In an individual's school setting.
 - 5.18.1.3. Other natural environments of residence including foster homes.
 - 5.18.1.4. Community settings.
 - 5.18.1.5. Peer run agencies
 - 5.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 5.18.2.1. Schools.
 - 5.18.2.2. Jails.
 - 5.18.2.3. Police departments.
 - 5.18.2.4. Emergency departments.
 - 5.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.

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- 5.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
- 5.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 5.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
- 5.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 5.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 5.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 5.18.6.1.2. Substance misuse.
 - 5.18.6.1.3. Social, familial and legal factors.
 - 5.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 5.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
 - 5.18.6.4. Conducting a mental status exam.
- 5.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 5.18.7.1. Staying in place with:
 - 5.18.7.1.1. Stabilization services;
 - 5.18.7.1.2. A safety plan; and
 - 5.18.7.1.3. Outpatient providers.
 - 5.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 5.18.7.3. Admission to peer respite.
 - 5.18.7.4. Voluntary hospitalization.
 - 5.18.7.5. Initiation of Involuntary Emergency Admission (IEA).
 - 5.18.7.6. Medical hospitalization.

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5.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:

5.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.

5.19.2. Are provided in the individual and family home, as desired by the individual.

5.19.3. Stabilization services are implemented using methods that include, but are not limited to:

5.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:

5.19.3.1.1. Promoting recovery.

5.19.3.1.2. Building upon life, social and other skills.

5.19.3.1.3. Offering support.

5.19.3.1.4. Facilitating referrals.

5.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.

5.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:

5.19.3.3.1. Cognitive Behavior Therapy (CBT).

5.19.3.3.2. Dialectical Behavior Therapy (DBT).

5.19.3.3.3. Solution-focused therapy.

5.19.3.3.4. Developing concrete discharge plans.

5.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.

5.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.

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- 5.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
- 5.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 5.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.
 - 5.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:
 - 5.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.
 - 5.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
 - 5.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
 - 5.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 5.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;
 - 5.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 5.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the

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- Rapid Response Access Point number and rapid response services, in order to reduce ED use;
- 5.20.4.4. Coordinating with homeless outreach services; and
 - 5.20.4.5. Conducting outreach to at-risk seniors programming.
- 5.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
- 5.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 5.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 5.21.1.2. Facilitate response of dispatched teams; and
 - 5.21.1.3. Resolve the crisis intervention.
 - 5.21.2. Connection to the designated resource tracking system.
 - 5.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 5.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
- 5.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 5.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 5.22.2.1. Number of unique individuals who received services.
 - 5.22.2.2. Date and time of mobile arrival.
 - 5.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 5.22.3.1. Diversions from hospitalizations;
 - 5.22.3.2. Diversions from Emergency Rooms;
 - 5.22.3.3. Services provided;
 - 5.22.3.4. Location where services were provided;
 - 5.22.3.5. Length of time service or services provided;

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- 5.22.3.6. Whether law enforcement was involved for safety reasons;
 - 5.22.3.7. Whether law enforcement was involved for other reasons;
 - 5.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 5.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 5.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 5.22.3.10.1. Remained in home.
 - 5.22.3.10.2. Hospitalization.
 - 5.22.3.10.3. Crisis stabilization services.
 - 5.22.3.10.4. Crisis apartment.
 - 5.22.3.10.5. Emergency department.
- 5.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.

6. Adult Assertive Community Treatment (ACT) Teams

- 6.1. The Contractor shall maintain Adult ACT Teams that meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00 A.M.. The Contractor shall ensure:
 - 6.1.1. Adult ACT Teams deliver comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.
 - 6.1.2. Each Adult ACT Team is composed of seven (7) to ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent (FTE) certified peer specialist.

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- 6.1.3. Each Adult ACT Team includes an individual trained to provide substance abuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.
- 6.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who serves more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.
- 6.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:
 - 6.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.
 - 6.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.
- 6.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
 - 6.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 6.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
 - 6.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 6.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with the Department contracted Medicaid Managed Care Organizations. The Contractor shall:

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- 6.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
- 6.4.2. Screen for ACTper Administrative Rule He-M 426.08, Psychotherapeutic Services.
- 6.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
- 6.4.4. Make a referral for an ACT assessment within (7) days of:
 - 6.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.
 - 6.4.4.2. An individual being referred for an ACT assessment.
- 6.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
- 6.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:
 - 6.4.6.1. Extended hospitalization or incarceration.
 - 6.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 6.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 6.4.7.1. To exceed caseload size requirements, or
 - 6.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.

7. Evidence-Based Supported Employment (EBSE)

- 7.1. The Contractor shall gather employment status for all adults with Severe Mental Illness (SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
- 7.2. The Contractor shall report the employment status for all adults with SMI/SMPI to the Department in the format, content, completeness, and

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timelines specified by the Department for individuals indicating a need for EBSE.

- 7.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment team within seven (7) days.
- 7.4. The Contractor shall deem the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
- 7.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.
- 7.6. The Contractor shall ensure EBSE services include, but are not limited to:
 - 7.6.1. Job development.
 - 7.6.2. Work incentive counseling.
 - 7.6.3. Rapid job search.
 - 7.6.4. Follow along supports for employed individuals.
 - 7.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
- 7.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
 - 7.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 7.7.2. Implement such solutions within 45 days.
- 7.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 7.9. The Contractor shall ensure SE staff receive:
 - 7.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.
 - 7.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.

8. Work Incentives Counselor Capacity Building

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- 8.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 8.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
 - 8.2.1. Connecting individuals to and assisting individuals with applying for Vocational Rehabilitation services, ensuring a smooth referral transition.
 - 8.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
 - 8.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.
- 8.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
 - 8.3.1. Increase financial independence;
 - 8.3.2. Accept pay raises; or
 - 8.3.3. Increase earned income.
- 8.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
 - 8.4.1. SSA disability programs;
 - 8.4.2. SSI income programs;
 - 8.4.3. Medicaid, Medicare;
 - 8.4.4. Housing Programs; and
 - 8.4.5. Food stamps and food subsidy programs.
- 8.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
 - 8.5.1. The number of benefits orientation presentations provided to individuals.
 - 8.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 8.5.3. The number of individuals who engage in SE services.

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- 8.5.3.1. Percentage of individuals seeking part-time employment.
- 8.5.3.2. Percentage of individuals seeking full-time employment.
- 8.5.3.3. The number of individuals who increase employment hours to part-time and full-time.
- 8.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 8.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.
- 8.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
 - 8.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 8.8.2. An increase in Individual Placement in both part-time and full-time employment and;
 - 8.8.3. Improved fidelity outcomes specifically targeting:
 - 8.8.3.1. Work Incentives Planning
 - 8.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.
- 9. **Coordination of Care from Residential or Psychiatric Treatment Facilities**
 - 9.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
 - 9.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.

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- 9.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 9.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
- 9.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 9.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.
- 9.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 9.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 9.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 9.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff,

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participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glendcliff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

10. COORDINATED CARE AND INTEGRATED TREATMENT

10.1. Primary Care

10.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.

10.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:

10.1.2.1. Monitor health;

10.1.2.2. Provide medical treatment as necessary; and

10.1.2.3. Engage in preventive health screenings.

10.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.

10.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.

10.2. Substance Misuse Treatment, Care and/or Referral

10.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:

10.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.

10.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual who screens positive for substance use.

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- 10.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
- 10.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.
- 10.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.
- 10.3. Area Agencies
 - 10.3.1. The Contractor shall collaborate with the Area Agency that serves the region to address processes that include:
 - 10.3.1.1. Enrolling individuals for services who are dually eligible for both organizations.
 - 10.3.1.2. Ensuring transition-aged clients are screened for the presence of mental health and developmental supports and refer, link and support transition plans for youth leaving children's services into adult services identified during screening.
 - 10.3.1.3. Following the "Protocol for Extended Department Stays for Individuals served by Area Agency" issued December 1, 2017 by the State of New Hampshire Department of Health and Humans Services, as implemented by the regional Area Agency.
 - 10.3.1.4. Facilitating collaborative discharge planning meetings to assess individuals who are leaving NHH to re-engage them with both the CMHC and Area Agency representatives.
 - 10.3.1.5. Ensuring annual training is designed and completed for intake, eligibility, and case management for dually diagnosed individuals and that attendee's include intake clinicians, case-managers, service coordinators and other frontline staff identified by both CMHC's and Area Agencies. The Contractor shall ensure the training utilizes the Diagnostic Manual for Intellectual Disability 2 that is specific to intellectual disabilities, in conjunction with the DSM V.

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10.3.1.6. Planning for each person who receives dual case management by outlining the responsibilities of each organization and expectations for collaboration between the organizations.

10.3.1.7. Participating in shared service annual treatment meetings to assess quality and progress towards treatment goals as well as monitoring continued need for dual services when waivers are required for services between agencies.

10.4. Peer Supports

10.4.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:

10.4.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.

10.4.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.

10.4.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.

10.5. Transition of Care with MCO's

10.5.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

11. Supported Housing

11.1. The Contractor shall stand up a minimum of six (6) new supported housing beds including, but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:

11.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:

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- 11.1.1.1. Type of supported housing beds.
- 11.1.1.2. Staffing plan.
- 11.1.1.3. Anticipated location.
- 11.1.1.4. Implementation timeline.
- 11.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:
 - 11.1.2.1. Number of referrals received.
 - 11.1.2.2. Number of individuals admitted.
 - 11.1.2.3. Number of people transitioned into other local community residential settings.
- 12. CANS/ANSA or Other Approved Assessment**
 - 12.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:
 - 12.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
 - 12.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.
 - 12.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.
 - 12.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:
 - 12.3.1. Utilized to develop an individualized, person-centered treatment plan.
 - 12.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.
 - 12.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
 - 12.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
 - 12.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH

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Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.

- 12.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.
- 12.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 12.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.

13. Pre-Admission Screening and Resident Review

- 13.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
- 13.2. Upon request by the Department, the Contractor shall:
 - 13.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
 - 13.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
 - 13.2.2.1. Requires nursing facility care; and
 - 13.2.2.2. Has active treatment needs.

14. Application for Other Services

- 14.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contract shall assist with applications that may include, but are not limited to:
 - 14.1.1. Medicaid.
 - 14.1.2. Medicare.
 - 14.1.3. Social Security Disability Income.

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14.1.4. Veterans Benefits.

14.1.5. Public Housing.

14.1.6. Section 8 Subsidies.

15. Community Mental Health Program (CMHP) Status

- 15.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.
- 15.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

16. Quality Improvement

- 16.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 16.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
 - 16.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 16.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 16.2.3. Support the efforts of the Department to conduct the survey.
 - 16.2.4. Encourage all individuals sampled to participate.
 - 16.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 16.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 16.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.

17. Maintenance of Fiscal Integrity

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- 17.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.
- 17.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 17.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:
- 17.3.1. Days of Cash on Hand:
- 17.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.
- 17.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.
- 17.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.
- 17.3.2. Current Ratio:
- 17.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.
- 17.3.2.2. Formula: Total current assets divided by total current liabilities.
- 17.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.
- 17.3.3. Debt Service Coverage Ratio:
- 17.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.
- 17.3.3.2. Definition: The ratio of Net Income to the year to date debt service.

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- 17.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.
- 17.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).
- 17.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.
- 17.3.4. Net Assets to Total Assets:
 - 17.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
 - 17.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
 - 17.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
 - 17.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
 - 17.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 17.4. In the event that the Contractor does not meet either:
 - 17.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
 - 17.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
 - 17.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
 - 17.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
 - 17.4.2.3. The Department may request additional information to assure continued access to services.
 - 17.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.

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- 17.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement
- 17.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.
- 17.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 17.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 17.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.

18. Reduction or Suspension of Funding

- 18.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
- 18.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.
- 18.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:
 - 18.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.
 - 18.3.2. Emergency services for all individuals.

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18.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.

18.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M 609.

19. Elimination of Programs and Services by Contractor

19.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.

19.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.

19.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.

19.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.

19.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.

19.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

20. Data Reporting

20.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.

20.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.

20.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its

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- successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 20.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 20.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
- 20.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
 - 20.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
 - 20.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
 - 20.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
 - 20.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 20.5.5.1. All data is formatted in accordance with the file specifications;
 - 20.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 20.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 20.6. The Contractor shall meet the following standards:
- 20.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 20.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.

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- 20.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 20.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
- 20.7.1. The waiver length shall not exceed 180 days.
- 20.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
- 20.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
- 20.7.4. Failure of the Contractor to implement the plan may require:
- 20.7.4.1. Another plan; or
- 20.7.4.2. Other remedies, as specified by the Department.
- 21. Behavioral Health Services Information System (BHSIS)**
- 21.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:
- 21.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:
- 21.2.1. Rewrites to database and/or submittal routines.
- 21.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.
- 21.2.3. Software and/or training purchased to improve data collection.
- 21.2.4. Staff training for collecting new data elements.
- 21.2.5. Development of any other BMHS-requested data reporting system.
- 21.3. Progress Reports from the Contractor that:
- 21.3.1. Outline activities related to Phoenix database;
- 21.3.2. Include any costs for software, scheduled staff trainings; and
- 21.3.3. Include progress to meet anticipated deadlines as specified.

22. Deaf Services

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- 22.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.
- 22.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation for disposition and treatment planning, as appropriate.
- 22.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.
- 22.4. The Contractor shall ensure services are client-directed, which may result in:
 - 22.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;
 - 22.4.2. Care being shared across the regions; or
 - 22.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.

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Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 99.06% General funds.
 - 1.2. 0.94% Other funds, Behavioral Health Services, Information System (BHSIS), U.S. Department of Health and Human Services
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.87, for the services provided by the Contractor pursuant to Exhibit A, Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #2 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget, on a Department-provided within twenty (20) business days from the contract effective date, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.
8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the below table define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units

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/38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770
Emergency Services	\$ 87,878	\$ 87,878	\$ 87,878	\$ 87,878	\$ 87,878
Crisis Service Transformation Including Mobile Crisis (effective SFY22)	-	-	-	-	\$ 1,088,216
Assertive Community Treatment Team (ACT) - Adults	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
ACT Enhancement Payments		\$ 25,000	-	\$ -	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)	-	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 9,313	\$ 9,313	-	-	\$ -
Housing Bridge Start Up Funding	-	\$ 25,000	-	-	\$ -
General Training Funding	-	\$ 10,000	-	-	\$ 5,000
System Upgrade Funding	-	\$ 30,000	-	-	\$ 15,000
VR Work Incentives	-	-	-	-	\$ 80,000
System of Care 2.0	-	-	-	-	\$ 5,300
Total	\$ 328,961	\$ 422,961	\$ 324,648	\$ 324,648	\$ 1,535,664

9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.

9.2.1. The Contractor shall provide invoices on Department supplied forms.

9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.

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- 9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.
- 9.3. Failure to expend Program funds as directed may, at the discretion of Department, result in financial penalties not greater than the amount of the directed expenditure.
- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. Invoices must be submitted to:
- Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301
- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of **\$73.75** per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlines in Exhibit A, Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services: Department shall reimburse the Contractor only for those Emergency Services provided to clients as defined in Exhibit A, Provision of Crisis Services. Effective July 1, 2021 the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:
- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule located at NHMMIS.NH.gov.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services received, the Contractor shall directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services receive, and for operational costs contained in Exhibits B Amendment #2 Method and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor will directly bill Department to access contract funds provided through this Agreement.
- 9.7.5. Invoices of this nature shall include general ledger detail indicating Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:
- 9.7.5.1. First and last name of client.
- 9.7.5.2. Date of birth.

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- 9.7.5.3. Medicaid ID Number.
- 9.7.5.4. Date of Service identifying date, units, and any possible third party reimbursement received.
- 9.7.6. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in the Department-approved Budgets.
- 9.7.6.1. The Contractor shall provide a Mobile Crisis Budget, within twenty (20) business days from the contract effective date on a Department-provided template, for Department approval.
- 9.7.7. Law enforcement is not an authorized expense.
- 9.8. Crisis Service Transformation Including Mobile Crisis: Funding is subject to the transformation of crisis services as evidenced by achieving milestones identified in the transition plan in Exhibit A, Amendment #3 Scope of Services and subject to the terms as outlined above.
- 9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by Department based on the startup amount of **\$64,324**; the total of all such payments shall not exceed the specified startup amount total and shall not exceed the total expenses actually incurred by the Contractor for the startup period. All Department payments to the Contractor for the startup period shall be made on a cost reimbursement basis.

Startup Cost	Total Cost
Recruitment Startup	\$50,000
IT Equipment, Supplies, & Consultation	\$10,830
General Supplies & Furniture	\$3,494

- 9.10. Assertive Community Treatment Team (ACT) Adults: The contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$225,000
ACT Enhancements	Agencies may choose one of the following for a total of 5 (five) one time payments of \$5000.00. Each item may only be reported on one time for payment. 1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 or 20 Fidelity Review. 2. Agency receives a 4 or higher score on their SFY 19 or 20 Fidelity Review for Consumer on Team, Nurse on Team,	\$25,000 in SFY 2019, \$12,500 per SFY for 2022

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Mental Health Services**

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	<p>SAS on Team, SE on Team, or Responsibility for crisis services.</p> <p>ACT Incentives may be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 may be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.</p> <p>Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.</p>	
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- 9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A Amendment #2, Scope of Services.
- 9.12. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #2, Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION OR RECERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

- 9.13. RENEW Sustainability Continuation: The Department shall reimburse the Contractor for RENEW activities outlined in Exhibit A Amendment #2, RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed \$9,313 per year for SFY18 and SFY19. Funding can be used for training of new facilitators; training for an internal coach; coaching Institute on Disability IOD for facilitators, coach, and implementation teams; and travel costs.
- 9.14. Housing Support Services including Bridge: The contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #2, Scope of Services effective upon Governor and Executive Council approval for Amendment#2 in SFY 2019.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A	One time payment	\$10,000

**New Hampshire Department of Health and Human Services
Mental Health Services****Exhibit B Amendment #2**

- 9.15. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.16. System Upgrade Funding: Funds are available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Amendment #2, Scope of Services, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #2, ensuring invoices specify the purposes for use of funds.
- 9.17. System of Care 2.0: Funds are available in SFY 2022 to support associated program expenses as outlined in the below budget table.

Clinical training for expansion of MATCH-ADTC (Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems) program	\$5,000
Indirect Costs (not to exceed 6%)	\$300
Total	\$5,300

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

DS
Handwritten signature of the contractor, appearing to be "RWO".

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor.
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via certified ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

New Hampshire Department of Health and Human Services**Exhibit K, Amendment #2****DHHS Information Security Requirements**

access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

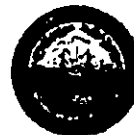
IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
 1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

New Hampshire Department of Health and Human Services

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doi/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

New Hampshire Department of Health and Human Services

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

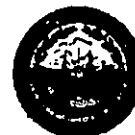
1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness,

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title IIID: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.


In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

05-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
2021	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177654-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-8001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-8001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177310-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$10,000	\$367,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$725,180	\$1,440,360

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	92204117	\$1,648,829	\$90,000	\$1,738,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,297,658	\$3,375,768	\$6,673,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$748,785	\$0	\$748,785
2019	102-500731	Contracts for program services	92204117	\$748,785	\$90,000	\$838,785
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,483,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177276-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
2021	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
		Subtotal		\$701,582	\$787,692	\$1,489,274
Total CMH Program Support				\$12,021,950	\$12,819,304	\$24,841,254

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
2021	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Rivierband Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
			Subtotal	\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-85-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
			Subtotal	\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
			Subtotal	\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
			Subtotal	\$4,000	\$22,000	\$26,000

Rivertend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
			Subtotal	\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
			Subtotal	\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177164-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$41,000	\$296,000	\$337,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177310-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
		Subtotal		\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174080-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$46,020	\$46,020	\$122,040

05-95-42-423010-7928 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$76,500	\$76,468	\$148,968

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
2021	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Seacoast New Hampshire (Vendor Code 177118-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056786

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$418,342	\$471,258	\$889,600

05-95-92-820310-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
		Subtotal		\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,929,912

\$14,754,904

\$77,704,816



Jeffrey A. Bleyers
Commissioner

Katja S. Poz
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-8431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 9, 2017

G&C Approved

Date

6/21/17

Item #

Kate Allen #A

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,555	\$ 338,555	\$ 673,770
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,220,860	\$1,220,860	\$ 2,451,733
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, 14% Other Funds from Behavioral Health Services Information System, and 64.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted


Katja S. Fox
Director

Approved by:


Jeffrey A. Meyers
Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

**05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other**

**CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222**

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,853
2019	102/500731	Contracts for Program Services	TBD	381,853
		Sub Total		763,706

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,153,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,337,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community				Vendor # 177278
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,030

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION

100% Federal Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150

SM016030-14

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA # 93.959
FAIN T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA # 93.043
FAIN 17AANH3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Lakes Region Mental Health Center, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), and June 30, 2021 (Item #21) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.3, Contractor Name, to read:

The Lakes Region Mental Health Center, Inc.

2. Modify Exhibit A, Amendment #2, Scope of Services, by deleting all text in Section 12, Supported Housing, and replacing it to read:

12. Reserved

DS
MMP

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

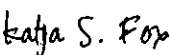
IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/22/2021

Date

DocuSigned by:



Name: Katja S. Fox

Title: Director

The Lakes Region Mental Health Center, Inc.

12/21/2021

Date

DocuSigned by:



Name: Margaret M. Pritchard

Title: Chief Executive Officer

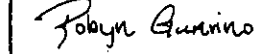
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/22/2021

Date

DocuSigned by:



Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

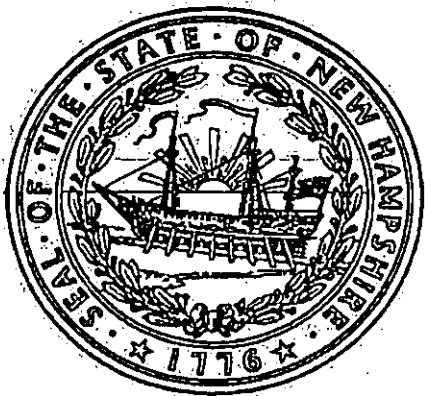
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that THE LAKES REGION MENTAL HEALTH CENTER, INC is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on July 14, 1969. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 64124

Certificate Number: 0005380007



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 11th day of June A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Laura LeMien, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of The Lakes Region Mental Health Center, Inc.
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 21, 2021 at which a quorum of the Directors/shareholders were present and voting.
(Date)

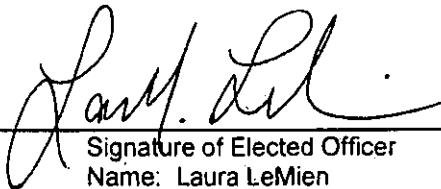
VOTED: That Margaret M. Pritchard, CEO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of The Lakes Region Mental Health Center, Inc. to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority **remains valid for thirty (30)** days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated December 21, 2021



Signature of Elected Officer

Name: Laura LeMien

Title: Board President, LRMHC



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/24/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cross Insurance-Laconia 155 Court Street Laconia NH 03246	CONTACT NAME: Sarah Cullen, AINS, ACSR PHONE (A/C, No, Ext): (603) 524-2425 FAX (A/C, No): (603) 524-3666 E-MAIL ADDRESS: sarah.cullen@crossagency.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Ace American Insurance Company</td> <td></td> </tr> <tr> <td>INSURER B: ACE Property & Casualty Ins Co</td> <td></td> </tr> <tr> <td>INSURER C: New Hampshire Employers Ins Co</td> <td>13083</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Ace American Insurance Company		INSURER B: ACE Property & Casualty Ins Co		INSURER C: New Hampshire Employers Ins Co	13083	INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Ace American Insurance Company															
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INSURER C: New Hampshire Employers Ins Co	13083														
INSURER D:															
INSURER E:															
INSURER F:															
INSURED Lakes Region Mental Health Center, Inc., DBA: Genesis Behavioral 40 Beacon Street East Laconia NH 03246															

COVERAGES

CERTIFICATE NUMBER: CL2162461712

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			SVRD37803601011	06/26/2021	06/26/2022	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 25,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		PERSONAL & ADV INJURY \$ 1,000,000				
	OTHER:						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
							Employee Benefits Liab \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			CALH08618574011	06/26/2021	08/26/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							Medical payments \$ 1,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			XOOG25516540011	06/26/2021	06/26/2022	EACH OCCURRENCE \$ 4,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 4,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			ECC-600-4000907-2021A	06/26/2021	06/26/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			OGLG2551662A011	06/26/2021	06/26/2022	Each Incident 5,000,000
							Aggregate 7,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

BBH contract
 McGrath Street
 Bridge and Bridge Subsidy contracts

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire Department of Health & Human Services 129 Pleasant Street Concord NH 03301-3857	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <div style="text-align: center;"> </div>
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Lakes Region Mental Health Center

Our Mission:

Lakes Region Mental Health Center's mission is to provide integrated mental and physical health care for people with mental illness while creating wellness and understanding in our communities.

Our Vision:

Lakes Region Mental Health Center is the community leader providing quality, accessible and integrated mental and physical health services, delivered with dedication and compassion.

Our Values:

R espect	We conduct our business and provide services with respect and professionalism.
A dvocacy	We advocate for those we serve through enhanced collaborations, community relations and political actions.
I ntegrity	We work with integrity and transparency, setting a moral compass for the agency.
S tewardship	We are effective stewards of our resources for our clients and our agency's health.
E xcellence	We are committed to excellence in all programming and services.

(Revised & Approved by the Board of Directors, 9/15/2015)

The Lakes Region Mental Health Center, Inc.

FINANCIAL STATEMENTS

June 30, 2020

Pages

INDEPENDENT AUDITOR'S REPORT

FINANCIAL STATEMENTS

Statement of Financial Position	1
Statement of Activities and Changes in Net Assets	2
Statement of Cash Flows	3
Notes to Financial Statements	4

SUPPLEMENTAL INFORMATION

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Analysis of BBH Revenues, Receipts and Receivables	14
Statement of Functional Public Support and Revenues	15
Statement of Functional Expenses	16



Kittell Branagan & Sargent

Certified Public Accountants

Vermont License #187

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
of The Lakes Region Mental Health Center, Inc.

We have audited the accompanying financial statements of The Lakes Region Mental Health Center, Inc. (a nonprofit organization) which comprise of the statement of financial position as of June 30, 2020, and the related statement of activities and changes in net assets and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Directors
of The Lakes Region Mental Health Center, Inc.

Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Lakes Region Mental Health Center, Inc. as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Analysis of Accounts Receivables, the Analysis of BBH Revenues, Receipts & Receivables and schedules of functional public support, revenues and expenses on pages 13-16 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Kittell, Bravagan + Sargent

St. Albans, Vermont
September 30, 2020

The Lakes Region Mental Health Center, Inc.

STATEMENT OF FINANCIAL POSITION

June 30, 2020

ASSETS

CURRENT ASSETS

Cash	\$ 4,270,465
Investments	1,730,350
Accounts receivable (net of \$1,676,000 allowance)	980,344
Prepaid expenses and other current assets	<u>56,457</u>

TOTAL CURRENT ASSETS	<u>7,037,616</u>
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PROPERTY AND EQUIPMENT - NET	<u>5,695,451</u>
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TOTAL ASSETS	<u>\$ 12,733,067</u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$ 151,612
Current portion long-term debt	869,890
Accrued payroll and related	721,472
Deferred income	336,652
Accrued vacation	394,151
Accrued expenses	<u>62,791</u>

TOTAL CURRENT LIABILITIES	<u>2,536,568</u>
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LONG-TERM DEBT, less current portion

Notes and Bonds Payable	5,255,763
Less: unamortized debt issuance costs	<u>(86,992)</u>

TOTAL LONG-TERM LIABILITIES	<u>5,168,771</u>
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TOTAL LIABILITIES	<u>7,705,339</u>
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NET ASSETS

Net assets without donor restrictions	<u>5,027,728</u>
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TOTAL LIABILITIES AND NET ASSETS	<u>\$ 12,733,067</u>
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See Notes to Financial Statements

The Lakes Region Mental Health Center, Inc.
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
For the Year Ended June 30, 2020

	<u>Net Assets without Donor Restrictions</u>
PUBLIC SUPPORT AND REVENUES	
Public support -	
Federal	\$ 375,343
State of New Hampshire - BBH	710,479
Other public support	<u>294,591</u>
Total Public Support	<u>1,380,413</u>
Revenues -	
Program service fees	12,694,063
Rental income	85,938
Other revenue	<u>492,378</u>
Total Revenues	<u>13,272,379</u>
TOTAL PUBLIC SUPPORT AND REVENUES	<u>14,652,792</u>
EXPENSES	
BBH funded program services -	
Children Services	2,854,685
Multi-service	6,216,852
ACT	1,243,654
Emergency Services	1,157,090
Housing Services	876,871
Non-Eligible	481,365
Non-BBH funded program services	<u>1,338,732</u>
TOTAL EXPENSES	<u>14,169,249</u>
INCREASE IN NET ASSETS FROM OPERATIONS	<u>483,543</u>
OTHER INCOME	
Gain on sale of fixed asset	212,252
Investment income	<u>56,651</u>
TOTAL OTHER INCOME	<u>268,903</u>
TOTAL INCREASE IN NET ASSETS	752,446
NET ASSETS, beginning	<u>4,275,282</u>
NET ASSETS, ending	<u>\$ 5,027,728</u>

See Notes to Financial Statements.

The Lakes Region Mental Health Center, Inc.

STATEMENT OF CASH FLOWS

For the Year Ended June 30, 2020

CASH FLOWS FROM OPERATING ACTIVITIES

Increase in net assets	\$ 752,446
Adjustments to reconcile to net cash provided by operations:	
Depreciation and Amortization	302,827
Gain on sale of asset	(212,252)
Unrealized loss on investments	56,102
(Increase) decrease in:	
Accounts receivable	264,679
Prepaid expenses	87,127
Increase (decrease) in:	
Accounts payable & accrued liabilities	134,169
Deferred income	<u>236,617</u>

NET CASH PROVIDED BY OPERATING ACTIVITIES

1,621,715

CASH FLOWS FROM INVESTING ACTIVITIES

Proceeds from sale of assets	290,940
Purchases of property and equipment	(201,616)
Net investment activity	<u>(110,252)</u>

NET CASH (USED) BY INVESTING ACTIVITIES

(20,928)

CASH FLOWS FROM FINANCING ACTIVITIES

Proceeds from issuance of debt	1,687,500
Principal payments on long-term debt	<u>(103,988)</u>

NET CASH PROVIDED BY FINANCING ACTIVITIES

1,583,512

NET INCREASE IN CASH

3,184,299

CASH AT BEGINNING OF YEAR

1,086,166

CASH AT END OF YEAR

\$ 4,270,465

SUPPLEMENTAL DISCLOSURE

Cash Payments for Interest	<u>\$ 126,950</u>
Fixed Assets Acquired through Acquisition of Long-Term Debt	<u>\$ 249,537</u>

See Notes to Financial Statements

The Lakes Region Mental Health Center, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Lakes Region Mental Health Center, Inc. (the Center) is a not-for-profit corporation, organized under New Hampshire law to provide services in the areas of mental health, and related non-mental health programs; it is exempt from income taxes under Section 501 (c)(3) of the Internal Revenue Code. In addition, the Center qualifies for the charitable contribution deduction under Section 170 (b)(1)(a) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Depreciation

The cost of property, equipment and leasehold improvements is depreciated over the estimated useful life of the assets using the straight line method. Estimated useful lives range from 3 to 40 years.

State Grants

The Center receives a number of grants from and has entered into various contracts with the State of New Hampshire related to the delivery of mental health services.

Vacation Pay and Fringe Benefits

Vacation pay is accrued and charged to the programs when earned by the employee. Fringe benefits are allocated to the appropriate program expense based on the percentage of actual time spent on the programs.

Revenue

Revenue from federal, state and other sources is recognized in the period earned.

Client Service Revenue

The Center recognizes client service revenue relating to services rendered to clients that have third-party payer coverage and are self-pay. The Center receives reimbursement from Medicare, Medicaid and Insurance Companies at defined rates for services to clients covered by such third-party payer programs. The difference between the established billing rates and the actual rate of reimbursement is recorded as allowances when received. For services rendered to uninsured clients (i.e., self-pay clients), revenue is recognized on the basis of standard or negotiated discounted rates. At the time services are rendered to self-pay clients, a provision for bad debts is recorded based on experience and the effects of newly identified circumstances and trends in pay rates. Client service revenue (net of contractual allowances and discounts but before taking account of the provision for bad debts) recognized during the year ended June 30, 2020 totaled \$11,519,963, of which \$11,370,140 was revenue from third-party payers and \$149,823 was revenue from self-pay clients.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Third Party Contractual Arrangements

A significant portion of patient revenue is derived from services to patients insured by third-party payors. The center receives reimbursement from Medicare, Medicaid, Blue Cross, and other third-party insurers at defined rates for services rendered to patients covered by these programs. The difference between the established billing rates and the actual rate of reimbursement is recorded as allowances when recorded. A provision for estimated contractual allowances is provided on outstanding patient receivables at the balance sheet date.

Basis for Presentation

The financial statements of the Center have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August, 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) "Audit and Accounting Guide for Not-for-Profit Organizations" (the "Guide"). (ASC) 958-205 was effective January 1, 2018.

Under the provisions of the Guide, net assets and revenues and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net asset of the Center and changes therein are classified as follows:

Net assets without donor restrictions: Net assets that are not subject to donor imposed restrictions and may be expended for any purpose in performing the primary objectives of the Center. The Center's board may designate assets without restrictions for specific operational purposes from time to time.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Center or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Accounts Receivable

Accounts receivable are recorded based on the amount billed for services provided, net of respective allowances.

Policy for Evaluating Collectability of Accounts Receivable

In evaluating the collectability of accounts receivable, the Center analyzes past results and identifies trends for each major payer source of revenue for the purpose of estimating the appropriate amounts of the allowance for doubtful accounts. Data in each major payer source is regularly reviewed to evaluate the adequacy of the allowance for doubtful accounts. Specifically, for receivables relating to services provided to clients having third-party coverage, an allowance for doubtful accounts and a corresponding provision for bad debts are established for amounts outstanding for an extended period of time and for third-party payers experiencing financial difficulties; for receivables relating to self-pay clients, a provision for bad debts is made in the period services are rendered based on experience indicating the inability or unwillingness of clients to pay amounts for which they are financially responsible.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Based on management's assessment, the Center provides for estimated uncollectible amounts through a charge to earnings and a credit to a valuation allowance. Balances that remain outstanding after the Center has used reasonable collection efforts are written off through a change to the valuation allowance and a credit to accounts receivable.

The allowance for doubtful accounts was \$1,676,000 and \$906,500 for the years ended June 30, 2020 and 2019. Total patient accounts receivable increased to \$2,135,814 as of June 30, 2020 from \$1,871,450 at June 30, 2019. As a result of changes to payer mix present at year end the allowance as a percentage of total accounts receivable increased from 48% to 78% of total patient accounts receivable.

Advertising

Advertising costs are expensed as incurred. Total costs were \$92,537 at June 30, 2020 and consisted of \$56,863 for recruitment and \$35,674 for agency advertising.

NOTE 2 CLIENT SERVICE REVENUES FROM THIRD PARTY PAYORS

The Center has agreements with third-party payors that provide payments to the Center at established rates. These payments include:

New Hampshire and Managed Medicaid

The Center is reimbursed for services from the State of New Hampshire and Managed Care Organizations (MCOs) for services rendered to Medicaid clients. Payments for these services are received in the form of monthly capitation amounts that are predetermined in a contractual agreement with the MCOs.

Approximately 81% of program service fees is from participation in the State and Managed Care Organization sponsored Medicaid programs for the year ended June 30, 2020. Laws and regulations governing the Medicaid programs are complex and subject to interpretation and change. As a result, it is reasonably possible that recorded estimates could change materially in the near term.

As part of the contractual arrangement with the MCOs, the Center is required to provide a specific amount of services under an arrangement referred to as a Maintenance of Effort (MOE). Under the MOE, if levels of service are not met the Center may be subject to repayment of a portion of the revenue received. The MOE calculation is subject to interpretation and a source of continued debate and negotiations with MCOs. This MOE calculation may result in a liability that would require a payback to the MCOs. Additionally, please refer to Note 14 regarding MOE being waived for the entire year ended June 30, 2020.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 3 PROPERTY AND EQUIPMENT

The Center elects to capitalize all purchases with a useful life of greater than one year and a cost of \$2,000 or more. Property and equipment, at cost, consists of the following:

Land, buildings and improvements	\$ 107,600
Buildings and improvements	5,911,379
Computer equipment	1,097,638
Furniture, fixtures and equipment	657,701
Vehicles	139,738
Artwork	26,925
Construction in progress	<u>380,755</u>
	8,321,736
Accumulated depreciation	<u>(2,626,285)</u>
NET BOOK VALUE	<u>\$ 5,695,451</u>

NOTE 4 ACCOUNTS RECEIVABLE

ACCOUNTS RECEIVABLE – TRADE

Due from clients	\$ 155,294
Receivable from insurance companies	695,944
Medicaid receivables	955,885
Medicare receivables	<u>328,691</u>
	2,135,814
Allowance for doubtful accounts	<u>(1,676,000)</u>
Total Receivable - Trade	<u>459,814</u>

ACCOUNTS RECEIVABLE – OTHER

Bridge Subsidy	11,482
HUD	8,103
State of New Hampshire - Surge Center	140,500
LTCS	85,500
BBH - Bureau of Behavioral Health	23,130
Lakes Region Healthcare	56,234
MCO Directed Payments	125,224
Other Grants and Contracts	<u>70,357</u>
Total Receivable - Other	<u>520,530</u>

TOTAL ACCOUNTS RECEIVABLE \$ 980,344

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 5 LINE OF CREDIT

As of June 30, 2020, the Center had available a line of credit with an upper limit of \$1,000,000 with a local area bank. At that date, \$- had been borrowed against the line of credit. These funds are available at a variable rate of interest, with a floor no less than 4.0% per annum, currently 5.50%. The availability under this line will be limited to 70% of the current market value of the Vanguard Funds which have been pledged to the local area bank. This line of credit expires June 9, 2021.

NOTE 6 COMMITMENTS

The corporation leases real estate and equipment under various operating leases. Minimum future rental payments under non cancelable operating leases as of June 30, 2020 for each of the next four years and in the aggregate are:

<u>June 30,</u>	<u>Amount</u>
2021	\$ 64,329
2022	41,127
2023	41,127
2024	41,127

Total rent expense for the year ended June 30, 2020, including rent expense for leases with a remaining term of one year or less was \$132,727.

NOTE 7 EMPLOYEE BENEFIT PLAN

The Center has the option to make contributions to a defined contribution 403(b) plan on behalf of its employees. This program covers substantially all full-time employees. During the year ended June 30, 2020 the total contributions into the plan were \$116,449. Total administrative fees paid into the plan for the year ended June 30, 2020 were \$13,679.

NOTE 8 LONG-TERM DEBT

As of June 30, 2020, long-term debt consisted of the following:

2.97% bond payable - Meredith Village Savings Bank due in monthly installments of \$19,288 (principal and interest) beginning in June 2019. Secured by building through June, 2047.	\$4,188,616
4.45% note payable - Meredith Village Savings Bank. Interest only July 2020 - December 2020 then installments of \$993 (principal and interest). Secured by building through November, 2030.	96,000

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 8 LONG-TERM DEBT (continued)

4.45% construction loan - Meredith Village Savings Bank. Interest only July 2020 - December 2020 then installments of \$3,247 (principal and interest). As of June 30, 2020 there is \$390,463 remaining to be drawn on this note for a total available of \$544,000. Secured by building through November, 2040.	153,537
1.0% PPP loan payable - Meredith Village Savings Bank. Interest accrued April 2020 - November 2020 then monthly installments of \$94,494 (principal and interest). Due April, 2022.	<u>1,687,500</u>
	6,125,653
Less: Current Portion	<u>(869,890)</u>
Total long-term debt	5,255,763
Less: Unamortized debt issuance costs	<u>(86,992)</u>
Total Long-Term Debt net with Related Costs	<u>\$5,168,771</u>

Expected maturities for the next five years are as follows:

Year Ending June 30,	
2021	\$ 869,890
2022	1,078,142
2023	142,053
2024	146,742
2025	151,591
Thereafter	<u>3,737,235</u>
	<u>\$ 6,125,653</u>

NOTE 9 CONTINGENT LIABILITIES

The Center receives money under various State and Federal grants. Under the terms of these grants, the Center is required to use the money within the grant period for purposes specified in the grant proposal and is subject to compliance reviews and audits by the grantor agencies. It is the opinion of management that any liability, resulting from future grantor agency audits of completed grant contracts, would not be material in relation to the overall financial statements.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 10 INVESTMENTS

Investments consist of amounts invested in various Vanguard Equity and Bond Funds. At June 30, 2020, the status of these funds were as follows:

	<u>Cost</u>	<u>Unrealized Gain (Loss)</u>	<u>Market</u>
Large Blend	\$ 422,561	\$ 227,126	\$ 649,687
Health	299,533	57,198	356,731
Large Growth	171,958	2,692	174,650
Mid-Cap Value	195,186	128,009	323,195
Short-Term Bond	226,503	(416)	226,087
	<u>\$ 1,315,741</u>	<u>\$ 414,609</u>	<u>\$ 1,730,350</u>

The related unrealized gain (losses) have been included in the investment income line on the accompanying statement of activities. Investment income is as follows:

Interest and Dividends	\$ 31,631
Realized Gains	81,122
Unrealized Losses	<u>(56,102)</u>
	<u>\$ 56,651</u>

NOTE 11 FAIR VALUE MEASUREMENTS

Professional accounting standards require a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under these professional accounting standards are described below:

Basis of Fair Value Measurement

- Level 1 Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities.
- Level 2 Quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly.
- Level 3 Prices or valuations that require inputs that are both significant to the fair value measurement and unobservable.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 11 FAIR VALUE MEASUREMENTS (continued)

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

All investments are categorized as Level 1 and recorded at fair value, as of June 30, 2020. As required by professional accounting standards, investment assets are classified in their entirety based upon the lowest level of input that is significant to the fair value measurement.

NOTE 12 CONCENTRATIONS OF CREDIT RISK

At June 30, 2020, the carrying amount of the cash deposits is \$4,270,465 and the bank balance totaled \$4,293,673. Of the bank balance, \$379,728 was insured by Federal Deposit Insurance and \$3,913,945 was offset by debt.

The Center grants credit without collateral to its clients, most of who are area residents and are insured under third-party payor agreements. The mix of receivables due from clients and third-party payors at June 30, 2020 is as follows:

Due from clients	7 %
Insurance companies	33
Medicaid	45
Medicare	<u>15</u>
	<u>100 %</u>

NOTE 13 LIQUIDITY

The following reflects the Center's financial assets available within one year of June 30, 2020 for general expenditures:

Cash	\$ 4,270,465
Investments	1,730,350
Accounts receivable	<u>980,344</u>
	<u>\$ 6,981,159</u>

Restricted deposits and reserves are restricted for specific purposes and therefore not available for general expenditures.

As part of the Center's liquidity management, it has a policy to structure its financial assets available as its general expenditures, liabilities and other obligations come due.

The Lakes Region Mental Health Center, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE 14 RISKS & UNCERTAINTIES

As a result of the spread of the COVID-19 Coronavirus, economic uncertainties have arisen which are likely to negatively impact net income. Other financial impact could occur though such potential impact and the duration cannot be reasonably estimated at this time. Possible effects may include, but are not limited to, disruption to the Center's customers and revenue, absenteeism in the Center's labor workforce, unavailability of products and supplies used in operations, and decline in value of assets held by the Center, including receivables and property and equipment.

Due to these economic uncertainties the Center applied for and received Federal support and aid funding through the Paycheck Protection Program (aka PPP) and the Provider Relief Fund, which was implemented as part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). These proceeds were used to cover payroll costs, certain interest payments, rent, and utility costs. These funds were one-off unanticipated payments and any future relief is uncertain.

On April 1, 2020, the Center successfully petitioned all three managed care organizations to waive the Maintenance of Effort (MOE) provisions in each of the respective provider service agreements. The waiver period is effective only for the period of July 1, 2019 through June 30, 2020, and is thereafter reinstated. An extension to waive the MOE requirements beyond this effective period is also uncertain at this time.

NOTE 15 SUBSEQUENT EVENTS /

In accordance with professional accounting standards, the Center has evaluated subsequent events through September 30, 2020 which is the date the financial statement was available to be issued. All events requiring recognition as of June 30, 2020, have been incorporated into the financial statements herein.

SUPPLEMENTARY INFORMATION

The Lakes Region Mental Health Center, Inc.
ANALYSIS OF ACCOUNTS RECEIVABLE
For the Year Ended June 30, 2020

	Accounts Receivable Beginning of Year	Gross Fees	Contractual Allowances and Other Discounts Given	Cash Receipts	Accounts Receivable End of Year
CLIENT FEES	\$ 140,436	\$ 1,484,529	\$ (1,334,706)	\$ (134,965)	\$ 155,294
BLUE CROSS / BLUE SHIELD	158,683	718,911	(472,092)	(128,166)	277,336
MEDICAID	990,582	15,284,197	(4,940,903)	(10,377,991)	955,885
MEDICARE	245,808	1,401,219	(903,131)	(415,205)	328,691
OTHER INSURANCE	335,941	1,022,650	(740,711)	(199,272)	418,608
ALLOWANCE FOR DOUBTFUL ACCOUNTS	<u>(906,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,676,000)</u>
TOTAL	<u>\$ 964,950</u>	<u>\$ 19,911,506</u>	<u>\$ (8,391,543)</u>	<u>\$ (11,255,599)</u>	<u>\$ 459,814</u>

The Lakes Region Mental Health Center, Inc.
ANALYSIS OF BBH REVENUES, RECEIPTS AND RECEIVABLES
For the Year Ended June 30, 2020

	Receivable (Deferred Income) From BBH Beginning of Year	BBH Revenues Per Audited Financial Statements	Receipts for Year	Receivable (Deferred Income) From BBH End of Year
CONTRACT YEAR, June 30, 2020	\$ 81,102	\$ 392,488	\$ (450,460)	\$ 23,130

Analysis of Receipts Date of Receipt Deposit Date	Amount
07/25/19	\$ 80,898
07/31/19	8,478
09/04/19	310
09/06/19	57,050
09/10/19	7,848
09/23/19	31,917
09/26/19	7,848
10/02/19	12,826
10/11/19	148
10/31/19	73,989
11/01/19	923
11/05/19	26,920
11/07/19	7,848
11/29/19	7,562
12/10/19	61,338
12/24/19	7,511
01/16/20	47,939
01/09/20	10,279
01/24/20	9,441
01/28/20	228
01/29/20	7,552
02/03/20	4,029
02/14/20	12,604
02/26/20	7,848
03/02/20	10,824
03/04/20	7,559
03/19/20	7,848
03/25/20	10,016
04/01/20	4,739
04/03/20	5,000
04/20/20	11,656
04/30/20	8,043
05/04/20	15,082
05/07/20	500
05/21/20	7,538
05/28/20	16,534
06/15/20	5,761
06/22/20	7,848
06/25/20	9,032
06/29/20	7,848
Less: Federal Monies	(178,702)
	<u>\$ 450,460</u>

The Lakes Region Mental Health Center, Inc.
STATEMENT OF FUNCTIONAL PUBLIC SUPPORT AND REVENUES
For the Year Ended June 30, 2020

	Total Agency	Admin.	Total Programs	Children	Multi -Service	ACT	Emergency Services	Housing Services		Non Eligible	Non BBH Funded Programs
								Apts. S.L. Summer	Apts. S.L. McGrath		
Program Service Fees:											
Net Client Fee	\$ 149,823	\$ -	\$ 149,823	\$ 33,548	\$ 57,703	\$ 22,240	\$ (9,003)	\$ -	\$ -	\$ 45,360	\$ (25)
Blue Cross/Blue Shield	246,819	-	246,819	96,728	74,780	2,449	27,549	-	-	45,313	-
Medicaid	10,343,294	-	10,343,294	3,155,219	6,170,340	629,302	301,842	-	-	86,591	-
Medicare	498,088	-	498,088	-	444,131	24,710	(1,872)	-	-	31,119	-
Other Insurance	281,939	-	281,939	86,081	109,757	8,481	7,172	-	-	70,448	-
Program Sales:											
Service	1,174,100	-	1,174,100	71,509	93,685	-	8,855	-	-	5,421	994,630
Public Support - Other:											
United Way	525	525	-	-	-	-	-	-	-	-	-
Local/County Government	140,970	-	140,970	-	-	-	117,970	-	-	23,000	-
Donations/Contributions	51,458	49,470	1,988	-	788	-	-	100	100	-	1,000
Other Public Support	101,638	69,104	32,534	6,237	5,547	250	225	50	75	20,075	75
Federal Funding:											
HUD Grant	142,876	-	142,876	-	-	-	-	43,041	99,835	-	-
Other Federal Grants	232,467	53,851	178,616	-	-	-	-	-	-	-	178,616
Rental Income	85,938	1,578	84,360	1,578	1,916	282	-	36,513	43,789	-	282
DBH & DS:											
Community Mental Health	710,331	317,991	392,340	5,294	67,876	225,000	94,170	-	-	-	-
DCYF	148	-	148	148	-	-	-	-	-	-	-
Interest Income	408	408	-	-	-	-	-	-	-	-	-
Other Revenues	491,970	255,860	236,110	4,194	52,531	85	58	2,761	8,307	405	167,789
	14,652,792	748,787	13,904,005	3,460,536	7,079,054	912,799	546,966	82,465	152,106	327,732	1,342,347
Administration	-	(748,787)	748,787	186,365	381,236	49,158	29,456	4,441	8,191	17,649	72,291
TOTAL PUBLIC SUPPORT AND REVENUES	\$ 14,652,792	\$ -	\$ 14,652,792	\$ 3,646,901	\$ 7,460,290	\$ 961,957	\$ 576,422	\$ 86,906	\$ 160,297	\$ 345,381	\$ 1,414,638

The Lakes Region Mental Health Center, Inc.
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2020

	Total Agency	Administration	Total Programs	Children	Multi-Service	ACT	Emergency Services	Housing Services		Non BBH Funded Programs	
								Apts. S.L. Summer	Apts. S.L. McGrath	Non-Eligible	
Personnel Costs:											
Salary and wages	\$ 8,947,194	\$ 713,597	\$ 8,233,597	\$ 1,574,505	\$ 3,622,143	\$ 791,478	\$ 746,757	\$ 173,480	\$ 196,451	\$ 308,877	\$ 819,897
Employee benefits	1,883,183	125,387	1,757,796	405,044	884,543	127,202	130,730	43,584	43,532	90,655	62,506
Payroll Taxes	843,133	64,941	578,192	119,250	253,350	52,980	54,880	12,594	14,335	22,795	48,008
Substitute Staff	168,153	126	168,027	502	60,739	18,188	22,617	42	63	63	56,813
PROFESSIONAL FEES AND CONSULTANTS:											
Accounting/audit fees	65,617	65,617	-	-	-	-	-	-	-	-	-
Legal fees	25,335	25,335	-	-	-	-	-	-	-	-	-
Other professional fees	300,180	79,782	220,398	8,017	14,616	3,256	2,931	70,262	70,180	977	49,579
Staff Devel. & Training:											
Journals & publications	1,909	118	1,791	346	1,132	98	81	19	29	35	51
In-Service training	4,574	2,509	2,065	485	1,021	186	167	38	56	56	56
Conferences & conventions	55,776	10,894	44,882	6,471	29,853	2,112	2,234	928	993	807	1,084
Other staff development	32,163	3,242	28,921	3,315	18,952	(108)	4,721	274	312	846	600
Occupancy costs:											
Rent	90,406	3,925	86,483	35,766	37,330	812	722	180	271	3,391	8,071
Mortgage (Interest)	126,857	27,617	99,240	38,593	46,863	6,892	-	-	-	-	6,892
Heating Costs	27,217	2,807	24,410	4,974	5,728	484	192	6,491	5,188	341	1,014
Other Utilities	72,355	10,463	61,892	14,732	16,616	1,570	-	11,793	13,678	552	2,951
Maintenance & repairs	171,745	38,018	133,727	43,441	50,616	7,068	1,024	13,008	10,020	999	7,531
Taxes	7,108	7,108	-	-	-	-	-	-	-	-	-
Consumable Supplies:											
Office	29,770	7,063	22,707	7,046	9,573	1,521	1,173	978	312	852	1,252
Building/household	35,152	14,846	20,306	4,359	7,139	1,449	1,180	690	4,413	465	602
Medical	17,680	5,614	11,875	268	2,367	101	90	22	33	33	8,941
Other	146,645	8,579	138,066	35,186	61,324	13,237	11,786	2,904	4,356	4,357	4,916
Depreciation-Equipment	96,093	3,595	92,498	21,369	41,093	9,782	9,220	2,305	3,292	3,126	2,311
Depreciation-Building	206,734	49,428	157,306	45,533	55,194	8,051	-	13,990	26,841	42	8,155
Equipment rental	32,736	6,377	26,359	8,659	12,145	2,144	1,014	254	380	380	1,383
Equipment maintenance	18,408	1,079	17,329	4,262	7,176	1,496	1,800	318	603	1,057	557
Advertising	92,537	2,851	89,686	11,537	20,104	4,287	3,811	952	1,428	1,438	48,129
Printing	1,972	1,902	70	-	70	-	-	-	-	-	-
Telephone/communications	273,070	35,923	237,147	71,527	90,970	12,050	25,171	10,966	2,400	10,899	13,164
Postage/shipping	14,529	1,112	13,417	3,642	5,974	1,166	1,037	259	389	436	512
Transportation:											
Staff	194,483	2,810	191,673	41,927	107,327	33,425	1,630	1,483	1,575	3,234	1,072
Clients	13,111	-	13,111	-	13,111	-	-	-	-	-	-
Assist to Individuals:											
Client services	26,243	-	26,243	10,281	14,105	82	-	649	1,128	-	-
Insurance:											
Malpractice/bonding	66,118	16,654	49,464	12,629	22,100	4,736	4,210	1,052	1,579	1,579	1,579
Vehicles	5,271	-	5,271	355	4,507	136	123	27	41	41	41
Comp. Property/liability	34,767	9,755	25,012	7,066	10,012	1,717	1,164	1,587	1,678	623	1,145
Membership Dues	30,807	1,066	35,719	30	53	11	10	3	4	4	35,804
Other Expenditures	204,207	184,247	19,960	3,630	6,666	1,390	1,236	3,550	2,165	468	655
Admin. Allocation	14,169,249	1,534,009	12,634,640	2,545,507	5,543,532	1,108,959	1,031,771	374,400	407,501	429,230	1,103,740
	-	(1,534,009)	1,534,809	309,178	673,320	134,665	125,319	45,475	49,495	52,135	144,692
TOTAL PROGRAM EXPENSES	\$ 14,169,249	\$ -	\$ 14,169,249	\$ 2,854,685	\$ 6,216,852	\$ 1,243,654	\$ 1,157,090	\$ 419,875	\$ 456,996	\$ 481,365	\$ 1,338,732



Lakes Region Mental Health Center

Board of Directors Listing June, 2021

POSITON	NAME
President	Gail Mears
Vice President	Peter J. Minkow
Co-Treasurer	Matthew Soza
Co-Treasurer	Marsha Bourdon
Secretary	Laura LeMein
Member-At-Large	William Bolton
Member-At-Large	Marlin Collingwood
Member-At-Large	Ed McFarland
Member-At-Large	Seifu Ragassa
Member-At-Large	James Stapp
Member-At-Large	Susan Stearns
Member-At-Large	Rev. Judith Wright

Respect

Advocacy

Integrity

Stewardship

Excellence

40 Beacon Street East, Laconia, NH 03246 * Tel 603-524-1100 * Fax 603-528-0760 * www.lrmhc.org

Alison K. O'Neill, MS, LCMHC

State of New Hampshire Licensed Clinical Mental Health Counselor, License #795

Professional Experience:

Lakes Region Mental Health Services, Laconia NH

Director, Long Term Services and Supports, October 2019 to Current

- Oversee and manage four programs:
 - Bridge & Integrated Program, state funded program providing Bridge and Integrated housing vouchers, this team provides support to patients in finding housing, and follow the patient for up to a year after obtaining stable housing. The Integrated Program supports individuals who are recently released from prison finding housing in the entire state of NH.
 - Housing Program, two residential housing units that house 24 residents/patients, this team supports patients with their ADL's, providing case management, and functional support services.
 - Nursing Program, provides nursing services to all the adult patients within the agency, The Nursing Program is the Liaison for our on-site PCP/Integrated Health and our onsite pharmacy for the entire agency.
 - Older Adult and Neurocognitive Program, is a multidisciplinary team providing services to adults with a mental health diagnosis and either a developmental disability, traumatic brain injury or cognitive decline.
- Provide regular supervision with a clinical and administrative focus for the managers of the four programs and for any master level staff within the four programs. Provide supervision for Master's level interns and supervision for therapists working towards their licensure in LCMHC.
- Responsible for recruiting new staff/team members, to include screening candidates, participating in interview sessions, assisting in the hiring decision and am responsible for the in program training of new staff/team members.

Clinical Coordinator, Neurocognitive Program, September 2015 to October 2019

- Oversee an interdisciplinary team that provides services to patients admitted to the Neurocognitive program, which provides services to patients with a mental health diagnosis and a developmental or intellectual disability, or a traumatic brain injury, or cognitive decline. Responsible for recruiting new staff/team members, to include screening candidates, participating in interview sessions and assisting in the hiring decision.
- Provide regular supervision with a clinical and administrative focus for bachelor and master level staff. Provide supervision for Master's level interns and supervision for therapists working towards their licensure in LCMHC.
- Participate in several agency committees such as; Training Committee, Employee Committee, Documentation Ad Hoc Committee. Participate and collaborate with outside agencies, such as; Lakes Region Community Services, START (including Committee, training) NH Elders Meeting.
- Respond to crisis situations as needed. Complete adult assessments. Provide individual and group therapy. Participate in DBT Consult Group. Facilitate Therapist Consult Group.
- Create and facilitate trainings on our electronic medical record (Essentia) and Dialectical Behavioral Therapy.
- Working collaboratively to create a Peer Support Program. Provide group supervision for Peer Support Specialist.

New England College, Henniker NH

Adjunct Professor, Masters Level Clinical Mental Health Program, August 2016 to current

- Clinical Counseling Theories
- Clinical Counseling Techniques

Alison K. O'Neill, MS, LCMHC, PLLC, Private Practice, Concord, NH

Licensed Clinical Mental Health Counselor, January 2013 to October 2015

- Worked with children, adolescents, adults, parents, families, and couples, providing individual, couples, and family therapy, writing psychosocial assessments, treatment plans, and progress notes on all clients.
- Responsible for all aspects of the business management i.e. credentialing, insurance contracting and invoicing, accounts payable, accounts receivable, collections, referrals and any other communications. Responsibilities noted below.

Northbridge Counseling, Bedford and Concord, NH

Licensed Clinical Mental Health Counselor, June 2012 to March 2013

- Worked with children, adolescents, and adults, providing individual, couples, and family therapy, as well as seeing clients through their employer EAP using Solution Focused Therapy, writing psychosocial assessments, treatment plans and progress notes on all clients.

**Riverbend Community Mental Health Center, Children's Intervention Program, Concord, NH
Child and Family Therapist and Family Support Therapist, January 2007 to June 2012**

- For the first 6 months this was an intern position, I was the first master's level intern in the children's program, providing therapy to children and families.
- Provided clinical services to children ages 4 to 18, providing individual, family and group therapy, including DBT Adolescent group, TF-CBT and Helping the Non-Compliant Child.
- Provided school based therapy, collaborated with school staff.

Therapeutic approaches utilized: Cognitive Behavioral Therapy, Dialectical Behavioral Therapy, Strength Based Therapy, Solution Focused Therapy, Motivational Interviewing, Play Therapy, and Family Systems Therapy.

Education:

Springfield College of Human Services, St. Johnsbury, VT
Master of Science in Mental Health Counseling, 2007

Springfield College of Human Services, Manchester, NH
Bachelor of Science in Human Services, 2005

Celyne M. Godbout



SUMMARY

Creative, motivated, organized and well spoken, recent advanced degree graduate, with leadership skills, training experience and 5 years of clinical experience, seeking a role to as a leader in the field of Human Services.

TECHNICAL SUMMARY

MS Office Suite (Word, Excel, PowerPoint), Essentia (EMR)

EDUCATION

Walden University

Ph.D. Human Services - May 2021

Walden University

M.S. Psychology - April 2021

GPA - 4.0

Southern NH University

Bachelors of Psychology - July 2017

GPA - 3.5

EXPERIENCE

Lakes Region Mental Health, Laconia NH

2016 - Present

Coordinator of Long Term Supports & Services, May 2021- Present

Supervise team of 2 housing specialist, housing manager and permanent supportive housing residential program. Evaluate and manage budgets, payments and monthly expenses for program needs. Maintain harmonious relationships with landlords, community members and tenants.

- Ensure HUD compliance with residential program and funding.
- New Employee Training – Housing Overview, which includes HUD guidance, state contracting, and enrollee eligibility criteria.
- Review, modify, and implement Housing Bridge Program, PSH & Integrative program policies and procedures.
- Monitor and evaluate program quality on behalf of LRMHC.
- Prepare presentations and provide technical assistance on program to all LRMHC staff.
- Conduct research into HUD and New Hampshire Housing Finance Authority rules and guidelines to ensure program integrity is maintained.
- Ensure positive outcomes for bridge, integrative clients and permanent supportive housing residents.

Program Manager Integrative & Bridge, Oct 2019 – May 2021

Supervise team of 2 housing specialists. Evaluate and manage budgets, payments and monthly expenses for program needs. Maintain harmonious relationships with landlords, community members and tenants.

- Schedule and conduct training for CM101, and introductory Case Management training for new hires to cover Ethics, Billing Codes, Boundaries and Hippa Regulations.
- New Employee Training – Bridge Overview, which includes HUD guidance, state contracting, and enrollee eligibility criteria.
- Review, modify, and implement Housing Bridge Program policies and procedures.
- Monitor and evaluate program quality on behalf of LRMHC.
- Prepare presentations and provide technical assistance on program to all LRMHC staff.
- Conduct research into HUD and New Hampshire Housing Finance Authority rules and guidelines to ensure program integrity is maintained.
- Ensure positive outcomes for bridge & integrative clients.

Emergency Services Support, Sept 2019- April 2021

Support clinicians in the emergency department with clinical assessments and paperwork. Provide clinical updates to physicians, nurses and inpatient units regarding patient cases.

- Complete insurance authorization for patients seeking inpatient treatment.
- Evaluate clinical paperwork and ensure completeness.

Case Management Program and Representative Payee Program Facilitator, June 2018 - Oct 2019

Supervised community case managers in their clinical roles. Supervised Peer Support Staff in their roles within the clinical teams. Evaluated and monitored caseloads, and assigned cases as needed.

- Reviewed and evaluated the staff paperwork and deadlines.
- Approved payroll, managed scheduling.
- Coordinated and developed effective case planning for clients and families, ensuring quality standards were met
- Involved in the hiring and onboarding of new staff.
- Researched appropriate program resources to ensure client needs were met.
- Managed Representative Payee Program accounts for clients, ensuring appropriate budgeting and benefits were maintained.

Community Support Program Case Manager, June 2016 - June 2018

Supported and monitored adults with mental illness in the community and in their homes.

- Researched individualized resources and programs for clients based on assessed need.
- Monitored medication, prescriber/nursing services and provided resources.
- Researched and evaluated benefit program eligibility based on client's needs.
- Assessed and enacted safety planning and community based crisis intervention.

Elliot Hospital

Jan 2014 - Jan 2015

Licensed Nursing Assistant

Assisted patients with ADL's. Built a relaxing environment for resident and family members

- Assisted Nurses with care of patients.
- Monitor vital signs, and record efficiently in EMR.
- Float staff, experience working on specialized units such as Intensive Care, Maternity, and the Emergency Department.

VOLUNTEER WORK

CASA Advocate – Central NH Region, March 2021- Present

Member – NH Disaster Behavioral Health Response Team – Central NH Region, March 2021 - Present

REFERENCES

Furnished Upon Request



KORI CONROY-
HEFLER



PROFESSIONAL SUMMARY

Hardworking and reliable, focused on going above and beyond to support team and serve customers. Trained in supporting and offering top-notch counseling abilities. Motivated to continue to learn and grow as a Mental Health professional.

SKILLS

- | | |
|-----------------------|------------------------------|
| • Residential support | • Account management support |
| • Team support | • Direct operations |
| • Generate reports | • Motivation |
| • Problem-solving | • Verbal communication |

EXPERIENCE

Housing Manager, Lakes Region Mental Health Center, Feb 2021 - Current, Laconia, NH

- Researched and analyzed member needs to determine program goals, offerings, and areas in need of improvement.
- Explained participant eligibility, program requirements, and program benefits to potential clients.
- Implemented improved training programs for staff and volunteers.
- Enforced residential rules to protect patients and maintain readiness for different types of emergencies.
- Maintained and managed residents' medication for short- and long-term treatment requirements.

Residential Therapeutic Support Specialist, Lakes Region Mental Health Center, Jan 2020 - Feb 2021, Laconia, NH

- Helped clients follow treatment plans by setting up appointments, arranging transportation, and offering personalized support.
- Counseled patients alone and with groups to assist through difficult times and improve coping with mental health, medical, or substance abuse issues.
- Coordinated timely meal preparation, cleaning, and other housekeeping requirements.
- Enforced residential rules to protect patients and maintain readiness for different types of emergencies.
- Assisted clients with planning budgets, meeting daily objectives and attending important appointments.
- Worked with clients to identify their specific issues potential support options.

Support Staff, Lakes Region Mental Health Center, Jul 2016 - Jan 2020, Laconia, NH

- Handled administrative functions, including filing, typing, copying, and faxing.
- Answered phones, greeted visitors, and answered basic visitor questions.
- Operated office machinery, including photocopiers, scanners, and telephone systems.
- Conducted research, assembled and analyzed data, and submitted reports and documents.

EDUCATION

High School Diploma

Jun 2011

Inter-Lakes High School - Meredith, NH

Currently Attending

Southern New Hampshire University - Online.

CONTRACTOR NAME

The Lakes Region Mental Health Center, Inc.

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Alison O'Neill	Director, Long Term Services	\$76,800	10%	\$7,680
Celyne Godbout	Coordinator, LTSS	\$57,000	10%	\$5,700
Kori Conroy Hefler	Housing Facilitator	\$46,000	30%	\$13,800



Lori A. Shibley
Commissioner

Katja S. Fox
Director

21 mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,801	\$24,517,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospitalizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

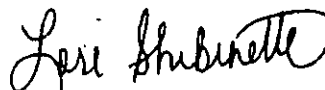
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX06SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083464

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shabinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$645,304	\$0	\$645,304
2021	102-500731	Contracts for program services	92204117	\$661,266	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,816,551	\$1,816,551
		Subtotal		\$1,328,722	\$1,816,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$69,885	\$427,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
			Subtotal	\$6,669,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,785	\$0	\$836,785
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
			Subtotal	\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
			Subtotal	\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
			Subtotal	\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
			Subtotal	\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
			Subtotal	\$227,824	\$60,000	\$287,824

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
Subtotal				\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
Subtotal				\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

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Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
		Subtotal		\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
		Subtotal		\$14,000	\$341,363	\$355,363

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
Subtotal				\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$653,326	\$653,326
Subtotal				\$26,000	\$653,326	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
Subtotal				\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
Subtotal				\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
Subtotal				\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
Subtotal				\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
Subtotal				\$167,692	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$126,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$887,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
Subtotal				\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
Subtotal				\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Lakes Region Mental Health Center, Inc ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$3,287,814.
3. Modify Exhibit A, Amendment #1, Scope of Services by replacing in its entirety with Exhibit A Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #1, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
5. Add Exhibit K, Amendment #2, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

DS
MP

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/14/2021

Date

DocuSigned by:

Katja Fox

ED9D05B04C83442...

Name: Katja Fox

Title: Director

Lakes Region Mental Health Center, Inc.

6/10/2021

Date

DocuSigned by:

Maggie Pritchard

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Name: Maggie Pritchard

Title: CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/14/2021

Date

DocuSigned by:



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Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 3. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay within their home and community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenclyff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

The Lakes Region Mental Health
Center, Inc.

Exhibit A – Amendment #2

Contractor Initials

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SS-2018-DBH-01-MENTA-03-A02
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6/10/2021
Date



**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit A Amendment # 2

The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

The Lakes Region Mental Health
Center, Inc.

Exhibit A – Amendment #2

Contractor Initials

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Date 6/10/2021



**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit A Amendment # 2

- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of their children and youth clients' needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for:
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount.
 - 3.4.2. The full of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.

4. Renew Sustainability (Rehabilitation for Empowerment, Education, and Work)

- 4.1. The Contractor shall provide the Rehabilitation for Empowerment, Education and Work (RENEW) intervention with fidelity to transition-aged youth who qualify for state-supported community mental health services, in accordance with the University of New Hampshire (UNH) -Institute On Disability (IOD) model.
- 4.2. The Contractor shall obtain support and coaching from the IOD at UNH to improve the competencies of implementation team members and agency coaches.

5. Division for Children, Youth and Families (DCYF)

- 5.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 5.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

6. Crisis Services

- 6.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 6.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, ^{and} with

The Lakes Region Mental Health
Center, Inc.

Exhibit A - Amendment #2

Contractor Initials

MP
6/10/2021

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Date

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.

- 6.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 6.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.
- 6.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
 - 6.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 6.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 6.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
 - 6.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH,
 - 6.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 6.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
 - 6.7.1. One (1) Master's level clinician.
 - 6.7.2. One (1) peer support specialist as defined by HeM 426.13(d)(4).
 - 6.7.2.1. Bachelor's level staff or a Certified Recovery Support Worker (CRSW) may be substituted into the peer role up to 50% of FTE peer allocation.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 6.7.3. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 6.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 6.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transforming crisis services for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
 - 6.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 6.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 6.9.3. The plan to meet each performance measure over time.
 - 6.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 6.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 6.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
 - 6.11.1. The location of the crisis.
 - 6.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 6.11.3. Any accommodations needed.
 - 6.11.4. Treatment history of the individual, if known.
- 6.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 6.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best

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Practice Toolkit published by the Substance Abuse and Mental health Services Administration (SAMHSA).

- 6.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 6.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 6.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
 - 6.16.1. Face-to-face assessments.
 - 6.16.2. Disposition and decision making.
 - 6.16.3. Initial care and safety planning.
 - 6.16.4. Post crisis and stabilization services.
- 6.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.
- 6.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community within one (1) hour of the request ensuring:
 - 6.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer and/or BS and/or CRSW if occurring at locations based on individual and family choice that include but are not limited to:
 - 6.18.1.1. In or at the individual's home.
 - 6.18.1.2. In an individual's school setting.
 - 6.18.1.3. Other natural environments of residence including foster homes.
 - 6.18.1.4. Community settings.
 - 6.18.1.5. Peer run agencies
 - 6.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 6.18.2.1. Schools.
 - 6.18.2.2. Jails.

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- 6.18.2.3. Police departments.
- 6.18.2.4. Emergency departments.
- 6.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.
- 6.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
- 6.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 6.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
- 6.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 6.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 6.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 6.18.6.1.2. Substance misuse.
 - 6.18.6.1.3. Social, familial and legal factors.
 - 6.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 6.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
 - 6.18.6.4. Conducting a mental status exam.
- 6.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 6.18.7.1. Staying in place with:
 - 6.18.7.1.1. Stabilization services;
 - 6.18.7.1.2. A safety plan; and
 - 6.18.7.1.3. Outpatient providers.
 - 6.18.7.2. Stepping up to crisis stabilization services or apartments.

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- 6.18.7.3. Admission to peer respite.
- 6.18.7.4. Voluntary hospitalization.
- 6.18.7.5. Initiation of Involuntary Emergency Admission (IEA).
- 6.18.7.6. Medical hospitalization.
- 6.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:
 - 6.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.
 - 6.19.2. Are provided in the individual and family home, as desired by the individual.
 - 6.19.3. Stabilization services are implemented using methods that include, but are not limited to:
 - 6.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:
 - 6.19.3.1.1. Promoting recovery.
 - 6.19.3.1.2. Building upon life, social and other skills.
 - 6.19.3.1.3. Offering support.
 - 6.19.3.1.4. Facilitating referrals.
 - 6.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.
 - 6.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:
 - 6.19.3.3.1. Cognitive Behavior Therapy (CBT).
 - 6.19.3.3.2. Dialectical Behavior Therapy (DBT).
 - 6.19.3.3.3. Solution-focused therapy.
 - 6.19.3.3.4. Developing concrete discharge plans.

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- 6.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.
- 6.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.
- 6.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
 - 6.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 6.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.
 - 6.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:
 - 6.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.
 - 6.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
 - 6.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
 - 6.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 6.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;

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- 6.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 6.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;
 - 6.20.4.4. Coordinating with homeless outreach services; and
 - 6.20.4.5. Conducting outreach to at-risk seniors programming.
- 6.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
- 6.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 6.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 6.21.1.2. Facilitate response of dispatched teams; and
 - 6.21.1.3. Resolve the crisis intervention.
 - 6.21.2. Connection to the designated resource tracking system.
 - 6.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 6.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
- 6.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 6.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 6.22.2.1. Number of unique individuals who received services.
 - 6.22.2.2. Date and time of mobile arrival.
 - 6.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 6.22.3.1. Diversions from hospitalizations;

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- 6.22.3.2. Diversions from Emergency Rooms;
 - 6.22.3.3. Services provided;
 - 6.22.3.4. Location where services were provided;
 - 6.22.3.5. Length of time service or services provided;
 - 6.22.3.6. Whether law enforcement was involved for safety reasons;
 - 6.22.3.7. Whether law enforcement was involved for other reasons;
 - 6.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 6.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 6.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 6.22.3.10.1. Remained in home.
 - 6.22.3.10.2. Hospitalization.
 - 6.22.3.10.3. Crisis stabilization services.
 - 6.22.3.10.4. Crisis apartment.
 - 6.22.3.10.5. Emergency department.
- 6.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.

7. Adult Assertive Community Treatment (ACT) Teams

- 7.1. The Contractor shall maintain Adult ACT Teams that meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00 A.M.. The Contractor shall ensure:
 - 7.1.1. Adult ACT Teams deliver comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.

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- 7.1.2. Each Adult ACT Team is composed of seven (7) to ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent (FTE) certified peer specialist.
- 7.1.3. Each Adult ACT Team includes an individual trained to provide substance abuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.
- 7.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who serves more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.
- 7.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:
 - 7.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.
 - 7.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.
- 7.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
 - 7.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 7.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
 - 7.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 7.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month.

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
The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with the Department contracted Medicaid Managed Care Organizations. The Contractor shall:

- 7.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
- 7.4.2. Screen for ACT per Administrative Rule He-M 426.08, Psychotherapeutic Services.
- 7.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
- 7.4.4. Make a referral for an ACT assessment within (7) days of:
 - 7.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.
 - 7.4.4.2. An individual being referred for an ACT assessment.
- 7.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
- 7.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:
 - 7.4.6.1. Extended hospitalization or incarceration.
 - 7.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 7.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 7.4.7.1. To exceed caseload size requirements, or
 - 7.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.

8. Evidence-Based Supported Employment (EBSE)

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- 8.1. The Contractor shall gather employment status for all adults with Severe Mental Illness(SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter. -
- 8.2. The Contractor shall report the employment status for all adults with SMI/SMPI to the Department in the format, content, completeness, and timelines specified by the Department for individuals indicating a need for Evidence-Based Supported Employment (EBSE).
- 8.3. The Contractor shall provide a referral for all individuals who express an interest in receiving EBSE services to the Supported Employment (SE) team within seven (7) days.
- 8.4. The Contractor shall deemed the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
- 8.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.
- 8.6. The Contractor shall ensure EBSE services include, but are not limited to:
 - 8.6.1. Job development.
 - 8.6.2. Work incentive counseling.
 - 8.6.3. Rapid job search.
 - 8.6.4. Follow along supports for employed individuals.
 - 8.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
- 8.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
 - 8.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 8.7.2. Implement such solutions within 45 days.
- 8.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 8.9. The Contractor shall ensure SE staff receive:
 - 8.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.

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
- 8.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.

9. Work Incentives Counselor Capacity Building

- 9.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 9.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
- 9.2.1. Connecting individuals with and assisting individuals with applying for Vocational Rehabilitation services, ensuring a smooth referral transition.
- 9.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
- 9.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.
- 9.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
- 9.3.1. Increase financial independence;
- 9.3.2. Accept pay raises; or
- 9.3.3. Increase earned income.
- 9.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
- 9.4.1. SSA disability programs;
- 9.4.2. SSI income programs;
- 9.4.3. Medicaid, Medicare;
- 9.4.4. Housing Programs; and
- 9.4.5. Food stamps and food subsidy programs.
- 9.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:

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- 9.5.1. The number of benefits orientation presentations provided to individuals.
- 9.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
- 9.5.3. The number of individuals who engage in SE services.
 - 9.5.3.1. Percentage of individuals seeking part-time employment.
 - 9.5.3.2. Percentage of individuals seeking full-time employment.
 - 9.5.3.3. The number of individuals who increase employment hours to part-time and full-time.
- 9.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 9.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.
- 9.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
 - 9.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 9.8.2. An increase in Individual Placement in both part-time and full-time employment and;
 - 9.8.3. Improved fidelity outcomes specifically targeting:
 - 9.8.3.1. Work Incentives Planning
 - 9.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.
- 10. Coordination of Care from Residential or Psychiatric Treatment Facilities**
 - 10.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
 - 10.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance

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- with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
- 10.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 10.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
- 10.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 10.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.
- 10.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 10.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 10.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per

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week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.

- 10.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenclyff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

11. COORDINATED CARE AND INTEGRATED TREATMENT

11.1. Primary Care

- 11.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.
- 11.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:
- 11.1.2.1. Monitor health;
 - 11.1.2.2. Provide medical treatment as necessary; and
 - 11.1.2.3. Engage in preventive health screenings.
- 11.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 11.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.

11.2. Substance Misuse Treatment, Care and/or Referral

- 11.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:

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- 11.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.
- 11.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual that screens positive for substance use.
- 11.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
- 11.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.
- 11.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.
- 11.3. Area Agencies
 - 11.3.1. The Contractor shall collaborate with the Area Agency that serves the region to address processes that include:
 - 11.3.1.1. Enrolling individuals for services who are dually eligible for both organizations.
 - 11.3.1.2. Ensuring transition-aged clients are screened for the presence of mental health and developmental supports and refer, link and support transition plans for youth leaving children's services into adult services identified during screening.
 - 11.3.1.3. Following the "Protocol for Extended Department Stays for Individuals served by Area Agency" issued December 1, 2017 by the State of New Hampshire Department of Health and Humans Services, as implemented by the regional Area Agency.
 - 11.3.1.4. Facilitating collaborative discharge planning meetings to assess individuals who are leaving NHH to re-engage them with both the CMHC and Area Agency representatives.
 - 11.3.1.5. Ensuring annual training is designed and completed for intake, eligibility, and case management for dually

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diagnosed individuals and that attendee's include intake clinicians, case-managers, service coordinators and other frontline staff identified by both CMHC's and Area Agencies. The Contractor shall ensure the training utilizes the Diagnostic Manual for Intellectual Disability 2 that is specific to intellectual disabilities, in conjunction with the DSM V.

- 11.3.1.6. Planning for each person who receives dual case management by outlining the responsibilities of each organization and expectations for collaboration between the organizations.
- 11.3.1.7. Participating in shared service annual treatment meetings to assess quality and progress towards treatment goals as well as monitoring continued need for dual services when waivers are required for services between agencies.

11.4. Peer Supports

- 11.4.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:
 - 11.4.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.
 - 11.4.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.
 - 11.4.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.


11.5. Transition of Care with MCO's

- 11.5.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

12. Supported Housing

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- 12.1. The Contractor shall stand up a minimum of six (6) new supported housing beds, including but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:
 - 12.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:
 - 12.1.1.1. Type of supported housing beds.
 - 12.1.1.2. Staffing plan.
 - 12.1.1.3. Anticipated location.
 - 12.1.1.4. Implementation timeline.
 - 12.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:
 - 12.1.2.1. Number of referrals received.
 - 12.1.2.2. Number of individuals admitted.
 - 12.1.2.3. Number of people transitioned into other local community residential settings.

13. CANS/ANSA or Other Approved Assessment

- 13.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:
 - 13.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
 - 13.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.
- 13.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.
- 13.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:
 - 13.3.1. Utilized to develop an individualized, person-centered treatment plan.
 - 13.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.

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- 13.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
- 13.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
- 13.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.
- 13.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.
- 13.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 13.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.
- 14. Pre-Admission Screening and Resident Review**
 - 14.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
 - 14.2. Upon request by the Department, the Contractor shall:
 - 14.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
 - 14.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
 - 14.2.2.1. Requires nursing facility care; and
 - 14.2.2.2. Has active treatment needs.
- 15. Application for Other Services**
 - 15.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of

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financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contract shall assist with applications that may include, but are not limited to:

- 15.1.1. Medicaid.
- 15.1.2. Medicare.
- 15.1.3. Social Security Disability Income.
- 15.1.4. Veterans Benefits.
- 15.1.5. Public Housing.
- 15.1.6. Section 8 Subsidies.

16. Community Mental Health Program (CMHP) Status

- 16.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.
- 16.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

17. Quality Improvement

- 17.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 17.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
 - 17.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 17.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 17.2.3. Support the efforts of the Department to conduct the survey.
 - 17.2.4. Encourage all individuals sampled to participate.

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- 17.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 17.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 17.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.
- 18. Maintenance of Fiscal Integrity**
- 18.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.
- 18.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 18.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:
- 18.3.1. Days of Cash on Hand:
- 18.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.
- 18.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.
- 18.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.
- 18.3.2. Current Ratio:
- 18.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.
- 18.3.2.2. Formula: Total current assets divided by total current liabilities.

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- 18.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.
- 18.3.3. Debt Service Coverage Ratio:
- 18.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.
- 18.3.3.2. Definition: The ratio of Net Income to the year to date debt service.
- 18.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.
- 18.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).
- 18.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.
- 18.3.4. Net Assets to Total Assets:
- 18.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
- 18.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
- 18.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
- 18.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
- 18.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 18.4. In the event that the Contractor does not meet either:
- 18.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
- 18.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
- 18.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.

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- 18.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
- 18.4.2.3. The Department may request additional information to assure continued access to services.
- 18.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 18.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement
- 18.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.
- 18.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 18.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 18.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.
- 19. **Reduction or Suspension of Funding**
 - 19.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
 - 19.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the

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Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.

- 19.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:

19.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.

19.3.2. Emergency services for all individuals.

19.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.

19.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M 609.

20. Elimination of Programs and Services by Contractor

20.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.

20.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.

20.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.

20.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.

20.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.

20.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

21. Data Reporting

21.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.

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- 21.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness (PATH) program data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 21.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 21.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 21.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
- 21.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
 - 21.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
 - 21.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
 - 21.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
 - 21.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 21.5.5.1. All data is formatted in accordance with the file specifications;
 - 21.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 21.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 21.6. The Contractor shall meet the following standards:

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- 21.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
- 21.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
- 21.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 21.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
 - 21.7.1. The waiver length shall not exceed 180 days.
 - 21.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
 - 21.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
 - 21.7.4. Failure of the Contractor to implement the plan may require:
 - 21.7.4.1. Another plan; or
 - 21.7.4.2. Other remedies, as specified by the Department.

22. Behavioral Health Services Information System (BHSIS)

- 22.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:
- 22.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:
 - 22.2.1. Rewrites to database and/or submittal routines.
 - 22.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.
 - 22.2.3. Software and/or training purchased to improve data collection.
 - 22.2.4. Staff training for collecting new data elements.

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- 22.2.5. Development of any other BMHS-requested data reporting system.
- 22.3. Progress Reports from the Contractor that:
- 22.3.1. Outline activities related to Phoenix database;
 - 22.3.2. Include any costs for software, scheduled staff trainings; and
 - 22.3.3. Include progress to meet anticipated deadlines as specified.
- 23. Deaf Services**
- 23.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.
 - 23.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation on disposition and treatment planning, as appropriate.
 - 23.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.
 - 23.4. The Contractor shall ensure services are client-directed, which may result in:
 - 23.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;
 - 23.4.2. Care being shared across the regions; or
 - 23.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.
- 24. Refugee Interpreter Services**
- 24.1. The Contractor shall ensure general funds are used to provide language interpreter services for eligible uninsured, non-English speaking refugees receiving community mental health services through the mental health provider.
 - 24.2. The Contractor qualifies for general funds for Refugee Interpreter Services because it is located in one of the primary refugee resettlement areas in New Hampshire.

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Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 99.15% General funds.
 - 1.2. 0.85% Other funds. Behavioral Health Services Information System (BHSIS), U. S. Department of Health and Human Services
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.8, for the services provided by the Contractor pursuant to Exhibit A, Amendment #2 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #2 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget on a Department-provided template, within twenty (20) business days from the contract effective date, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.
8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the below table define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units

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38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770
Emergency Services	\$ 94,170	\$ 94,170	\$ 94,170	\$ 94,170	\$ 94,170
Crisis Service Transformation Including Mobile Crisis (effective SFY 22)	-	-	-	-	\$ 1,081,924
Assertive Community Treatment Team (ACT) - Adults	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
ACT Enhancement Payments	-	\$ 25,000	-	-	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)	-	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 3,945	\$ 3,945	\$ 6,000	\$ 6,000	\$ 6,000
Housing Bridge Start Up Funding	-	\$ 25,000	-	-	-
General Training Funding	-	\$ 10,000	-	-	\$ 5,000
System Upgrade Funding	-	\$ 30,000	-	-	\$ 15,000
Refugee Interpreter Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
VR Work Incentives	-	-	-	-	\$ 80,000
System of Care 2.0	-	-	-	-	\$ 5,300
Total	\$ 334,885	\$ 428,885	\$ 341,940	\$ 341,940	\$ 1,546,664

9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department-approved individual program budgets.

9.2.1. The Contractor shall provide invoices on Department supplied forms.

9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.

9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.

9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.

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- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:

Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301

- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of **\$73.75** per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlines in Exhibit A, Amendment #2, Scope of Services, Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients defined in Exhibit A, Amendment #2 Scope of Services, Provision of Crisis Services. Effective July 1, 2021 the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:
- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule located at NHMMIS.NH.gov.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services received, the Contractor shall directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services received, and for operational costs contained in Exhibits B, Amendment #2 Methods and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor shall directly bill Department to access contract funds provided through this Agreement.
- 9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:
- 9.7.4.1.1. First and last name of client.
- 9.7.4.1.2. Date of birth.
- 9.7.4.1.3. Medicaid ID Number.
- 9.7.4.1.4. Date of Service identifying date, units, and any possible third party reimbursement received.

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9.7.4.2. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in the Department-approved budget.

9.7.4.2.1. The Contractor shall submit a Mobile Crisis Budget on a Department-provided template within twenty (20) business days from the contract effective date, for Department approval.

9.7.4.2.2. Law enforcement is not an authorized expense.

9.8. Crisis Service Transformation Including Mobile Crisis: Funding is subject to the transformation of crisis services as evidenced by achieving milestones identified in the transition plan in Exhibit A, Amendment #3 Scope of Services, Section 7, Rapid Response, Subsection 7.3, and subject to the terms as outlined above.

9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by the Department based on the start-up amount of **\$293,500**; the total of all such payments shall not exceed the specified start-up amount total and shall not exceed the total expenses actually incurred by the Contractor for the start-up period. All Department payments to the Contractor for the start-up period shall be made on a cost reimbursement basis.

Startup Cost	Total Cost
Recruitment Startup	\$50,000
IT Consultation & Development	\$3,000
General Supplies & IT Equipment, Supplies	\$27,000
Training	\$3,500
Renovations	\$10,000
Vans	\$200,000

9.10. Assertive Community Treatment Team (ACT) Adults: The Contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Amendment #2 Scope of Services, Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$225,000
ACT Enhancements	Agencies may choose one of the following for a total of 5 (five) one time payments of \$5000.00. Each item may only be reported on one time for payment.	\$25,000 in SFY 2019, \$12,500 per SFY for 2022

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**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



	<ol style="list-style-type: none"> 1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 or 20 Fidelity Review. 2. Agency receives a 4 or higher score on their SFY 19 or 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services. <p>ACT Incentives can be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 can be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.</p> <p>Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.</p>	
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- 9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #2 Scope of Services.
- 9.12. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #2 Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION OR RE-CERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

- 9.13. RENEW Sustainability Continuation: DHHS shall reimburse the Contractor for RENEW Activities outlined in Exhibit A, Amendment #2 Scope of Services, RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed \$6,000 annually. Funding can be used for training of new facilitators; training for an Internal Coach; coaching Institute On Disability IOD for facilitators, coach, and implementation teams; and travel costs.
- 9.14. Housing Support Services including Bridge: The Contractor shall be paid based on a one-time cost for Housing Services outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #2, in SFY 2019.

HOUSING SERVICES	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One time payment	\$15,000

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A	One time payment	\$10,000
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- 9.15. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.16. System Upgrade Funding: One time funds available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #1, ensuring invoices specify purposes for use of funds.
- 9.17. Refugee Interpreter Services: Funding to support interpreter services outlined in Exhibit A, Amendment #2 Scope Services.
- 9.18. System of Care 2.0: Funds are available in SFY 2022 to support associated program expenses as outlined in the below budget table.

Clinical training for expansion of MATCH-ADTC (Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems) program	\$5,000
Indirect Costs (not to exceed 6%)	\$300
Total	\$5,300

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

New Hampshire Department of Health and Human Services
Exhibit K, Amendment #2
DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standard's developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

New Hampshire Department of Health and Human Services
Exhibit K, Amendment #2
DHHS Information Security Requirements



contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

New Hampshire Department of Health and Human Services

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

New Hampshire Department of Health and Human Services

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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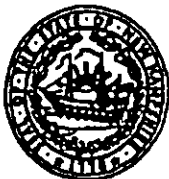
VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA, West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

His Excellency, Governor Christopher T. Sununu
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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness,

His Excellency, Governor Christopher T. Sununu
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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title IIID: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

05-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
2021	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177654-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-8001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	92204117	\$1,648,829	\$90,000	\$1,738,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,297,658	\$3,375,768	\$6,673,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$746,765	\$90,000	\$836,765
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
2021	102-500731	Contracts for program services	92204117	\$0	\$348,846	\$348,846
		Subtotal		\$701,582	\$787,692	\$1,489,274
Total CMH Program Support				\$12,021,950	\$12,819,304	\$24,840,354

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$64,000	\$0	\$64,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
2021	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-R002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1058788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
			Subtotal	\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-85-92-021010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVIORAL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1058782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
			Subtotal	\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1058774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
			Subtotal	\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1058775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
			Subtotal	\$4,000	\$22,000	\$26,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1058778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
			Subtotal	\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1058779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
			Subtotal	\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056783

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$41,000	\$244,000	\$1,037,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
		Subtotal		\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$48,820	\$48,820	\$92,040

05-95-42-423010-7928 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$72,500	\$78,468	\$148,968

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
2021	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Seacoast (Vendor Code 177154-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$418,342	\$471,258	\$889,599

05-95-92-820510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCONDL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
			Subtotal	\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
			Subtotal	\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,929,912

\$14,764,904

\$27,704,816



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-4431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

June 9, 2017

G&C Approved

Date

6/21/17

Item #

Kat's item #A

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,535	\$ 332,535	\$ 672,770
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,220,960	\$1,220,960	\$ 2,461,733
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

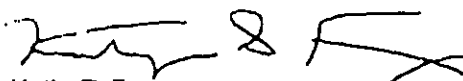
All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.


Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, 14% Other Funds from Behavioral Health Services Information System, and 64.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted


Katja S. Fox
Director

Approved by:


Jeffrey A. Meyers
Commissioner

NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS SFY 2018-2019 FINANCIAL DETAIL

05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other

CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,853
2019	102/500731	Contracts for Program Services	TBD	381,853
		Sub Total		763,706

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,183,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,367,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community				Vendor # 177278
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,030

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH
DATA COLLECTION
100% Federal Funds

CFDA # N/A
FAIN N/A

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150

SM016030-14

Riverbend Community Mental Health, Inc.**Vendor # 177192**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services**Vendor # 177510**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at**Vendor # 154112**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA # 93.959
FAIN T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA # 93.043
FAIN 17AANHT3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Monadnock Family Services ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #2, Scope of Services, by deleting all text in Section 11, Supported Housing, and replacing it to read:

11. Reserved

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/20/2021

Date

DocuSigned by:

Katja S. Fox

Name: Katja S. Fox

Title: Director

Monadnock Family Services

12/20/2021

Date

DocuSigned by:

Philip Wyzik

Name: Philip Wyzik

Title: CEO

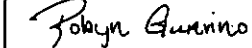
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/20/2021

Date

DocuSigned by:



Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that MONADNOCK FAMILY SERVICES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 05, 1924. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 62930

Certificate Number: 0005337887



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 2nd day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Sharman Howe , hereby certify that
(Name of the elected Officer of the Corporation/LLC: cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Monadnock Family Services
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 7, 2021, at which a quorum of the Directors/shareholders were present and voting.

(Date)

VOTED: That Philip Wyzik, CEO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Monadnock Family Services to enter into contracts or agreements with the State

(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority remains valid for thirty (30) days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: December 7, 2021


Signature of Elected Officer

Name: Sharman Howe

Title: Assistant Secretary
Monadnock Family Services
Board of Directors



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of New Hampshire 309 Daniel Webster Highway Merrimack NH 03054	CONTACT NAME: Patricia LeBlanc PHONE (A/C, No, Ext): (603) 424-9901 FAX (A/C, No): (866) 848-1223 E-MAIL ADDRESS: pleblanc@bbnhins.com INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity Insurance Company NAIC # 18058 INSURER B: Technology Insurance Company, Inc. 42376 INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Monadnock Family Services 64 Main Street Suite 210 Keene NH 03431	

COVERAGES

CERTIFICATE NUMBER: 21-22

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			PHPK2320298	09/01/2021	09/01/2022	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			PHPK2320301	09/01/2021	09/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB783594	09/01/2021	09/01/2022	EACH OCCURRENCE \$ 2,000,000
							AGGREGATE \$ 2,000,000
							\$
							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	TWC4008885	09/01/2021	09/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER 3A State NH E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Professional Liability			PHPK2320298	09/01/2021	09/01/2022	Each Incident \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Cyber coverage Limit \$1,000,000, \$5,000 deductible

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire Department of Health and Human Services 129 Pleasant Street Concord NH 03301-3857	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Our Mission:

Our mission is to be a source of health and hope for people and the communities in which they live, particularly as it pertains to mental illness. We create services that heal, education that transforms, and advocacy that brings a just society for everyone.

Our Vision:

We see a community in which the needs of our clients are met through understanding and skillful providers, supportive and accessible services, and a rich array of opportunities for growth.

Our Service Standard:

All our interactions with clients, customers, stakeholders and each other are at the same level of quality and professionalism we expect from health care providers treating ourselves or our family members. This is our standard for quality.

Financial Statements

MONADNOCK FAMILY SERVICES, INC.

**FOR THE YEARS ENDED
JUNE 30, 2020 AND 2019
AND
INDEPENDENT AUDITORS' REPORT**

***Leone,
McDonnell
& Roberts***
PROFESSIONAL ASSOCIATION

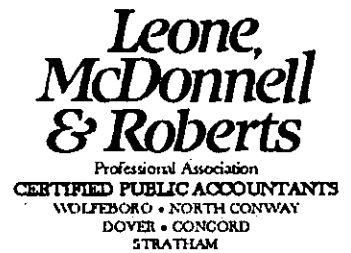
CERTIFIED PUBLIC ACCOUNTANTS

MONADNOCK FAMILY SERVICES, INC.

JUNE 30, 2020 AND 2019

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To the Board of Directors of
Monadnock Family Services, Inc.
Keene, New Hampshire

INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of Monadnock Family Services, Inc. (a New Hampshire nonprofit organization), which comprise the statement of financial position as of June 30, 2020 and 2019, and the related statements of cash flows, and the notes to the financial statements for the years then ended, and the related statements of activities and functional expenses for the year ended June 30, 2020.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Monadnock Family Services, Inc. as of June 30, 2020 and 2019, and its cash flows for the years then ended, and the changes in its net assets for the year ended June 30, 2020 in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Monadnock Family Services, Inc.'s June 30, 2019 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 31, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional revenues on pages 18 - 20 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Leone McDowell & Roberts,
Professional Association*

Wolfeboro, New Hampshire
October 14, 2020

MONADNOCK FAMILY SERVICES, INC.**STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2020 AND 2019****ASSETS**

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and equivalents	\$ 1,604,971	\$ 1,129,329
Accounts receivable:		
Client fees	269,740	309,150
Medicaid and Medicare	265,449	266,341
Insurance	100,108	84,409
Other	574,780	344,184
Allowance for doubtful accounts	(380,557)	(385,497)
Prepaid expenses	<u>75,127</u>	<u>103,587</u>
Total current assets	<u>2,509,618</u>	<u>1,851,503</u>
PROPERTY		
Furniture, fixtures and equipment	380,991	465,669
Vehicles	194,863	194,863
Building and leasehold improvements	<u>130,838</u>	<u>131,596</u>
Total	706,692	792,128
Less accumulated depreciation	<u>506,678</u>	<u>535,393</u>
Property, net	<u>200,014</u>	<u>256,735</u>
OTHER ASSETS		
Interest in net assets of Foundation	<u>1,736,408</u>	<u>1,029,832</u>
Total other assets	<u>1,736,408</u>	<u>1,029,832</u>
Total assets	<u>\$ 4,446,040</u>	<u>\$ 3,138,070</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts payable	\$ 232,940	\$ 163,631
Accrued salaries, wages, and related expenses	534,240	381,710
Refundable advance	315,364	320,093
Other current liabilities	106,713	65,875
Due to affiliates, net	<u>653,866</u>	<u>552,139</u>
Total liabilities	<u>1,843,123</u>	<u>1,483,448</u>
NET ASSETS		
Without donor restrictions	2,339,938	1,399,625
With donor restrictions	<u>262,979</u>	<u>254,997</u>
Total net assets	<u>2,602,917</u>	<u>1,654,622</u>
Total liabilities and net assets	<u>\$ 4,446,040</u>	<u>\$ 3,138,070</u>

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	<u>Without Donor</u> <u>Restrictions</u>	<u>With Donor</u> <u>Restrictions</u>	<u>2020</u> <u>Total</u>	<u>2019</u> <u>Total</u>
CHANGES IN NET ASSETS				
Revenues				
Program service fees	\$ 10,392,141	\$ -	\$ 10,392,141	\$ 9,160,937
Other public support	1,048,784	-	1,048,784	570,423
Federal funding	376,412	-	376,412	561,592
Donations	468,010	-	468,010	299,902
United Way	258,607	-	258,607	208,012
Local/County government	186,465	-	186,465	182,439
Program sales	75,991	-	75,991	87,739
Rental income	32,763	-	32,763	2,338
Net gain on beneficial interest in Foundation	698,594	7,982	706,576	201,350
Other income	<u>47,302</u>	<u>-</u>	<u>47,302</u>	<u>72,251</u>
Total revenues	<u>13,585,069</u>	<u>7,982</u>	<u>13,593,051</u>	<u>11,346,983</u>
Expenses				
Program services				
Children & adolescents	2,862,242	-	2,862,242	2,578,426
Multi-service team	1,974,808	-	1,974,808	1,767,386
Maintenance	1,117,201	-	1,117,201	862,688
ACT team	884,867	-	884,867	883,226
Emergency services/assessment	834,066	-	834,066	734,862
Other non-BBH	788,705	-	788,705	769,447
Older adult services	581,669	-	581,669	478,031
Community residence	511,454	-	511,454	462,577
Non-eligibles	353,561	-	353,561	163,183
Intake	279,141	-	279,141	269,475
Supportive living	180,120	-	180,120	176,066
Vocational services	146,148	-	146,148	169,095
Restorative partial hospital	32,759	-	32,759	38,151
Community education & training	10,699	-	10,699	10,276
Supporting activities				
Administration	<u>2,087,316</u>	<u>-</u>	<u>2,087,316</u>	<u>1,861,703</u>
Total expenses	<u>12,644,756</u>	<u>-</u>	<u>12,644,756</u>	<u>11,224,592</u>
CHANGES IN NET ASSETS	940,313	7,982	948,295	122,391
NET ASSETS, BEGINNING OF YEAR	<u>1,399,625</u>	<u>254,997</u>	<u>1,654,622</u>	<u>1,532,231</u>
NET ASSETS, END OF YEAR	<u>\$ 2,339,938</u>	<u>\$ 262,979</u>	<u>\$ 2,602,917</u>	<u>\$ 1,654,622</u>

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 948,295	\$ 122,391
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	56,721	43,367
Change in allowance for doubtful accounts	(4,940)	118,395
Gain on beneficial interest in Foundation	(706,576)	(201,350)
(Increase) decrease in assets:		
Accounts receivable	(205,993)	(379,659)
Prepaid expenses	28,460	(46,424)
Increase (decrease) in liabilities:		
Accounts payable	69,309	94,396
Accrued salaries, wages and related expenses	152,530	43,387
Refundable advance	(4,729)	(141,004)
Other current liabilities	<u>40,838</u>	<u>354</u>
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>373,915</u>	<u>(346,147)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Increase in due to affiliates, net	101,727	364,914
Property and equipment additions	<u>-</u>	<u>(143,079)</u>
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>101,727</u>	<u>221,835</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	475,642	(124,312)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,129,329</u>	<u>1,253,641</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 1,604,971</u>	<u>\$ 1,129,329</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid for interest	<u>\$ 100</u>	<u>\$ 987</u>

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.

Continued

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Maintenance</u>	<u>Children & Adolescents</u>	<u>Older Adult Services</u>	<u>Intake</u>	<u>Emergency Services/ Assessment</u>	<u>Restorative Partial Hospital</u>
PERSONNEL COSTS						
Salaries and wages	\$ 751,790	\$ 1,819,342	\$ 412,033	\$ 179,453	\$ 588,585	\$ 27,328
Employee benefits	187,150	448,943	69,706	47,080	105,281	972
Payroll taxes	53,473	128,106	30,315	13,218	41,603	2,112
PROFESSIONAL FEES						
Substitute staff	3,143	7,875	-	-	2,932	-
Audit fees	7,729	24,205	3,997	2,861	5,074	406
Legal fees	1,021	5,193	922	80	273	86
Other professional fees	187	88,127	30	43	-	-
STAFF DEVELOPMENT AND TRAINING						
Journals and publications	134	352	14	6	7	1
In-service training	-	-	-	-	-	-
Conferences and conventions	3,252	6,363	1,156	99	975	-
Other staff development	820	1,097	84	324	708	-
OCCUPANCY COSTS						
Rent	60,210	154,733	27,352	21,336	45,774	32
Repairs and maintenance	1,511	573	1,126	723	1,547	1
Other occupancy costs	7,531	21,650	3,031	2,273	5,159	127
CONSUMABLE SUPPLIES						
Office supplies and equipment	4,251	8,194	1,301	1,420	6,398	240
Building and household	1,811	5,028	889	693	1,437	199
Educational and training	77	245	19	-	13	1
Food	102	6,185	455	3	19	17
Medical supplies	1,237	1,602	6,566	376	1,078	37
Other consumable supplies	2,510	6,102	762	514	2,364	62
DEPRECIATION	51	136	32	20	47	-
EQUIPMENT RENTAL	2,520	6,202	462	863	-	-
EQUIPMENT MAINTENANCE	1,631	4,832	675	550	760	42
ADVERTISING	98	327	51	37	66	5
PRINTING	328	881	98	71	690	2
TELEPHONE	10,374	42,588	6,653	4,102	10,018	758
POSTAGE	1,288	5,764	522	446	633	10
TRANSPORTATION						
Staff	3,684	35,851	8,318	115	4,631	5
Clients	82	1,343	391	2	699	-
ASSISTANCE TO INDIVIDUALS						
Client services	653	7,494	463	175	849	-
INSURANCE						
Malpractice and bonding	3,181	6,050	1,453	227	2,814	32
Vehicles	-	148	-	-	-	-
Comprehensive property and liability	5,325	16,711	2,793	2,031	3,582	284
MEMBERSHIP DUES	47	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-
CONTRIBUTION EXPENSE	-	-	-	-	-	-
OTHER	-	-	-	-	50	-
TOTAL FUNCTIONAL EXPENSES	<u>\$ 1,117,201</u>	<u>\$ 2,862,242</u>	<u>\$ 581,669</u>	<u>\$ 279,141</u>	<u>\$ 834,066</u>	<u>\$ 32,759</u>

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.

Continued

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Vocational Services</u>	<u>Non-Eligibles</u>	<u>Multi-Service Team</u>	<u>ACT Team</u>	<u>Community Residence</u>	<u>Supportive Living</u>
PERSONNEL COSTS						
Salaries and wages	\$ 91,876	\$ 90,929	\$ 1,293,620	\$ 590,483	\$ 358,368	\$ 10,315
Employee benefits	15,497	19,984	250,856	63,566	62,896	2,472
Payroll taxes	6,652	6,660	91,574	40,554	25,870	730
PROFESSIONAL FEES						
Substitute staff	627	-	9,470	20	448	164,890
Audit fees	921	1,250	13,925	7,241	3,889	79
Legal fees	136	176	2,699	1,608	763	656
Other professional fees	-	474	104,765	-	-	-
STAFF DEVELOPMENT AND TRAINING						
Journals and publications	2	471	791	35	308	8
In-service training	-	-	920	-	-	-
Conferences and conventions	1,469	482	5,981	2,975	45	3
Other staff development	4	75	186	119	3	-
OCCUPANCY COSTS						
Rent	22,197	14,639	72,477	99,072	7,072	364
Repairs and maintenance	53	255	876	2,085	1,243	2
Other occupancy costs	511	997	5,789	10,930	879	68
CONSUMABLE SUPPLIES						
Office supplies and equipment	399	2,433	8,722	2,258	1,121	45
Building and household	254	393	4,897	1,595	9,865	18
Educational and training	4	8	157	61	27	14
Food	70	1	2,929	9,063	6,683	1
Medical supplies	132	143	2,028	1,048	962	4
Other consumable supplies	323	754	5,434	1,993	1,248	23
DEPRECIATION	6	9	109	78	2	1
EQUIPMENT RENTAL	-	449	3,057	-	-	-
EQUIPMENT MAINTENANCE	98	241	2,202	1,107	604	8
ADVERTISING	12	15	181	96	51	1
PRINTING	188	251	645	171	39	19
TELEPHONE	1,974	1,725	31,122	16,309	6,611	172
POSTAGE	86	244	2,461	1,114	226	109
TRANSPORTATION						
Staff	1,395	1,093	22,454	7,997	734	52
Clients	2	108	816	2,621	100	5
ASSISTANCE TO INDIVIDUALS						
Client services	39	208,135	15,317	14,846	10,284	-
INSURANCE						
Malpractice and bonding	587	91	8,890	600	676	6
Vehicles	-	-	-	-	1,283	-
Comprehensive property and liability	634	811	9,798	5,207	2,749	55
MEMBERSHIP DUES	-	115	150	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-
CONTRIBUTION EXPENSE	-	-	-	-	-	-
OTHER	-	150	(490)	15	6,405	-
TOTAL FUNCTIONAL EXPENSES	<u>\$ 146,148</u>	<u>\$ 353,561</u>	<u>\$ 1,974,808</u>	<u>\$ 884,867</u>	<u>\$ 511,454</u>	<u>\$ 180,120</u>

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	Community Education & Training	Other Non-BBH	Total Programs	Administration	2020 Totals	2019 Totals
PERSONNEL COSTS						
Salaries and wages	\$ 7,746	\$ 443,815	\$ 6,665,683	\$ 741,067	\$ 7,406,750	\$ 6,618,564
Employee benefits	396	70,658	1,345,457	136,907	1,482,364	1,433,008
Payroll taxes	556	31,586	473,009	54,446	527,455	484,200
PROFESSIONAL FEES						
Substitute staff	-	-	189,405	398	189,803	174,801
Audit fees	228	5,983	77,788	15,510	93,298	30,400
Legal fees	-	579	14,192	1,872	16,064	21,709
Other professional fees	-	18,268	211,894	101,820	313,714	220,281
STAFF DEVELOPMENT AND TRAINING						
Journals and publications	-	337	2,466	740	3,206	2,675
In-service training	-	-	920	-	920	-
Conferences and conventions	218	715	23,733	7,098	30,831	36,441
Other staff development	825	99	4,344	1,275	5,619	8,462
OCCUPANCY COSTS						
Rent	2	72,113	597,373	98,311	695,684	599,587
Repairs and maintenance	2	731	10,728	764	11,492	4,743
Other occupancy costs	168	3,657	62,770	23,570	86,340	91,674
CONSUMABLE SUPPLIES						
Office supplies and equipment	11	3,269	40,062	6,882	46,944	40,777
Building and household	44	3,600	30,723	2,165	32,888	14,589
Educational and training	85	20	731	-	731	60
Food	-	12,666	38,194	98	38,292	51,117
Medical supplies	13	1,162	16,388	363	16,751	10,802
Other consumable supplies	46	7,605	29,740	76,270	106,010	179,193
DEPRECIATION	-	19,121	19,612	37,109	56,721	43,367
EQUIPMENT RENTAL	-	30	13,583	2,160	15,743	18,649
EQUIPMENT MAINTENANCE	20	627	13,397	26,075	39,472	38,304
ADVERTISING	2	3,345	4,287	4,757	9,044	21,002
PRINTING	4	5,201	8,588	981	9,569	12,069
TELEPHONE	179	12,254	144,839	19,000	163,839	131,185
POSTAGE	1	2,343	15,247	680	15,927	12,334
TRANSPORTATION						
Staff	-	960	87,289	4,028	91,317	110,516
Clients	-	22,504	28,673	428	29,101	31,927
ASSISTANCE TO INDIVIDUALS						
Client services	-	13,426	271,681	-	271,681	38,422
INSURANCE						
Malpractice and bonding	15	472	25,094	522	25,616	28,436
Vehicles	-	3,848	5,279	-	5,279	4,981
Comprehensive property and liability	138	4,665	54,783	4,791	59,574	51,317
MEMBERSHIP DUES	-	777	1,089	2,755	3,844	3,330
INTEREST EXPENSE	-	5	5	95	100	987
CONTRIBUTION EXPENSE	-	-	-	700,000	700,000	600,000
OTHER	-	22,264	28,394	14,379	42,773	54,683
TOTAL FUNCTIONAL EXPENSES	\$ 10,699	\$ 788,705	\$ 10,557,440	\$ 2,087,316	\$ 12,644,756	\$ 11,224,592

See Notes to Financial Statements

MONADNOCK FAMILY SERVICES, INC.

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

1. ORGANIZATION OF THE CORPORATION

Monadnock Family Services, Inc. (the Organization) is a nonprofit corporation, organized under New Hampshire law to provide services in the areas of mental health, and related non-mental health programs.

The Organization operates in the Monadnock region of the State of New Hampshire.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of Monadnock Family Services, Inc. have been prepared on the accrual basis of accounting.

Basis of Presentation

The financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and board of directors.

Net assets with donor restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

Accounting Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash Equivalents

The Organization considers all highly liquid financial instruments with original maturities of three months or less to be cash equivalents.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to activities and a credit to a valuation allowance based on historical account write-off patterns by the payor, adjusted as necessary to reflect current conditions. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. The Organization has no policy for charging interest on overdue accounts nor are its accounts receivable pledged as collateral, except as disclosed in Note 5.

Property and Depreciation

Property and equipment are recorded at cost or, if donated, at estimated fair value at the date of donation. Material assets with a useful life in excess of one year are capitalized. Depreciation is provided for using the straight-line method in amounts designed to amortize the cost of the assets over their estimated useful lives as follows:

Furniture, fixtures and equipment	3 - 10 Years
Vehicles	5 - 10 Years
Building and leasehold improvements	5 - 40 Years

Costs for repairs and maintenance are expensed when incurred and betterments are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related accumulated depreciation, and any gain or loss is recognized.

Depreciation expense was \$56,721 and \$43,367 for the years ended June 30, 2020 and 2019, respectively.

Accrued Earned Time

At June 30, 2020 and 2019 the Organization has accrued a liability for future compensated leave time in the amount of \$335,958 and \$305,524, respectively, that its employees have earned and which is vested with the employee.

Refundable Advances

Grants received in advance are recorded as refundable advances and recognized as revenue in the period in which the related services are provided or expenditures are incurred.

Revenue

Net patient revenue is reported at the estimated net realizable amounts from patients, third-party payors and others for services rendered, including estimated retroactive adjustments under reimbursement agreements with third-party payors. Retroactive adjustments are accrued on an estimated basis in the period the related services are rendered and are adjusted in future periods, as final amounts are determined.

A significant portion of patient revenue is derived from services to patients insured by third-party payors. The Organization receives reimbursement from Medicare, Medicaid and private third-party payors at defined rates for services rendered to patients covered by these programs. The difference between established billing rates and the actual rate of reimbursement is recorded as an allowance when received. A provision for estimated contractual allowances is provided on outstanding patient receivables at the statement of financial position date.

Contributions

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted by the donor for future periods or for specific purposes are reported as net assets with donor restrictions, depending on the nature of the restrictions. However, if a restriction is fulfilled in the same period in which the contribution is received, the Organization reports the support as net assets without donor restrictions.

Advertising

The Organization expenses advertising costs as incurred.

Summarized Financial Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, costs have been allocated among the program services and supporting activities benefited. Such allocations have been determined by management on an equitable basis.

The expenses that are allocated include the following:

<u>Expense</u>	<u>Method of allocation</u>
Salaries and benefits	Time and effort
Occupancy	Square footage
Depreciation	Square footage
All other expenses	Direct assignment

Fair Value of Financial Instruments

FASB ASC Topic No. 820-10, *Financial Instruments*, provides a definition of fair value which focuses on an exit price rather than an entry price, establishes a framework in generally accepted accounting principles for measuring fair value which emphasizes that fair value is a market-based measurement, not an entity-specific measurement, and requires expanded disclosures about fair value measurements. In accordance with ASC 820-10, the Organization may use valuation techniques consistent with market, income and cost approaches to measure fair value. As a basis for considering market participant assumptions in fair value measurements, Topic 820-10 establishes a fair value hierarchy, which prioritizes the inputs used in measuring fair values. The hierarchy gives the highest priority to Level 1 measurements and the lowest priority to Level 3 measurements. The three levels of the fair value hierarchy under ASC Topic 820-10 are described as follows:

Level 1 – Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date.

Level 2 - Inputs to the valuation methodology are other than quoted market prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies.

Level 3 - Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability including assumptions regarding risk.

The carrying amount of cash, prepaid expense, other assets and current liabilities, approximates fair value because of the short maturity of those instruments.

Management has determined the beneficial interest in net assets held by Monadnock Regional Foundation for Family Services, Inc. to be in Level 2 of the fair value hierarchy as defined above (also see Note 4).

Income Taxes

The Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an Organization that is not a private foundation under Section 509(a)(2). Accordingly, no provision for income taxes has been recorded in the accompanying financial statements.

Management has evaluated the Organization's tax positions and concluded that the Organization has maintained its tax-exempt status and has taken no uncertain tax positions that would require adjustment to the financial statements. With few exceptions, the Organization is no longer subject to income tax examinations by the United States Federal or State tax authorities prior to 2016.

New Accounting Pronouncement

During the year, the Organization adopted the provisions of FASB ASU 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made* (Topic 958). This accounting standard is meant to help not-for-profit entities evaluate whether transactions should be accounted for as contributions or as exchange transactions and, if the transaction is identified as a contribution, whether it is conditional or unconditional. ASU 2018-08 clarifies how an organization determines whether a resource provider is receiving commensurate value in return for a grant. If the resource provider does receive commensurate value from the grant recipient, the transaction is an exchange transaction. If no commensurate value is received by the grant maker, the transfer is a contribution. ASU 2018-08 stresses that the value received by the general public as a result of the grant is not considered to be commensurate value received by the provider of the grant. Results for reporting the years ending June 30, 2020 and 2019 are presented under FASB ASU 2018-08. The comparative information has not been restated and continues to be reported under the accounting standards in effect in those reporting periods. There was no material impact to the financial statements as a result of adoption. Accordingly, no adjustment to opening net assets was recorded.

Other Events

The impact of the novel coronavirus ("COVID-19") and measures to prevent its spread are affecting the Organization. The significance of the impact of these disruptions, including the extent of their adverse impact on the Organization's financial and operational results, will be dictated by the length of time that such disruptions continue and, in turn, will depend on the currently unknowable duration of the COVID-19 pandemic and the impact of governmental regulations that might be imposed in response to the pandemic. The Organization's activities could also be impacted should the disruptions from COVID-19 lead to changes in consumer behavior. The COVID-19 impact on the capital markets could also impact the Organization's cost of borrowing. There are certain limitations on the Organization's ability to mitigate the adverse financial impact of these items. COVID-19 also makes it more challenging for management to estimate future performance of the Organization, particularly over the near to medium term.

During the year ended June 30, 2020, the Managed Care Organizations that Monadnock Family Services, Inc. contracts with to provide services, had forgiven their maintenance of effort requirements due to the hardships COVID-19 presented. As a result, the Organization recognized approximately an additional \$850,000 in revenue. If these requirements were not relaxed, the Organization would have recorded these amounts as a refundable advance liability at June 30, 2020, and would have been required to be returned to the managed care organizations.

3. LIQUIDITY AND AVAILABILITY

The following represents the Organization's financial assets as of June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 1,604,971	\$ 1,129,329
Accounts receivable, net	829,520	618,587
Beneficial interest in Foundation	<u>1,736,408</u>	<u>1,029,832</u>
 Total financial assets	 <u>\$ 4,170,899</u>	 <u>\$ 2,777,748</u>
 Less amounts not available to be used within one year:		
Net assets with donor restrictions	\$ 262,979	\$ 254,997
Beneficial interest in Foundation	<u>1,736,408</u>	<u>1,029,832</u>
 Amounts not available within one year	 <u>1,999,387</u>	 <u>1,284,829</u>
 Financial assets available to meet general expenditures over the next twelve months	 <u>\$ 2,171,512</u>	 <u>\$ 1,492,919</u>

The Organization's goal is generally to maintain financial assets to meet 45 days of operating expenses (approximately \$1.55 million). As part of its liquidity plan, excess cash is invested in short-term investments, including money market accounts.

4. INTEREST IN NET ASSETS OF FOUNDATION

The Organization is the sole beneficiary of assets held by Monadnock Regional Foundation for Family Services, Inc. The Organization and the Foundation are considered financially interrelated Organizations under FASB ASC Topic No. 958-605, *Not-for-Profit Entities - Transfers of Assets to a Nonprofit Organization or Charitable Trust That Raises or Holds Contributions for Others*. The fair value of the Foundation's assets, which approximates the present value of future benefits expected to be received, was \$1,736,408 and \$1,033,171 at June 30, 2020 and 2019, respectively. The cost basis of the Foundation's assets was \$1,669,474 and \$971,974 at June 30, 2020 and 2019, respectively.

5. DEMAND NOTES PAYABLE

The Organization maintains the following demand notes payable:

Demand note payable with a bank, subject to bank renewal on June 30, 2021. The maximum amount available at June 30, 2020 and 2019 was \$250,000. At June 30, 2020 and 2019 the interest rate was stated at 4% and 6.25%, respectively. The note is renewable annually, collateralized by all the business assets of the Organization and guaranteed by a related nonprofit organization (see Note 10). There was no balance outstanding at June 30, 2020 and 2019.

The Organization maintains a demand note payable with a bank. The demand note payable is examined and reviewed on an annual basis. The maximum amount available at June 30, 2019 and 2018 was \$150,000. At June 30, 2020 and 2019 the interest rate was stated a 5% and 7%, respectively. The note is collateralized by all the business assets of the Organization, real estate and assignment of leases and rents owned by Monadnock Community Service Center, Inc. (a related party, see Note 10) and is guaranteed by Monadnock Community Service Center, Inc. (a related party, see Note 10). There was no balance outstanding at June 30, 2020 and 2019.

6. **NET ASSETS**

Net assets with donor restrictions were as follows for the years ended June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Special Purpose Restrictions:		
Beneficial interest in Foundation	\$ 181,765	\$ 173,783
Restricted in Perpetuity:		
Beneficial interest in Foundation	<u>81,214</u>	<u>81,214</u>
Total net assets with donor restrictions	<u>\$ 262,979</u>	<u>\$ 254,997</u>

Net assets released from net assets with donor restrictions are as follows:

	<u>2020</u>	<u>2019</u>
Satisfaction of Purpose Restrictions:		
Timken contribution	\$ -	\$ 45,932
Total net assets released	<u>\$ -</u>	<u>\$ 45,932</u>

7. **RETIREMENT PLAN**

The Organization maintains a retirement plan for all eligible employees. Under the plan employees can make voluntary contributions to the plan of up to approximately 15% of gross wages. All full-time employees are eligible to participate when hired, and are eligible to receive employer contributions after one year of employment. The Organization's matching contributions to the plan for the years ended June 30, 2020 and 2019 were \$60,879 and \$50,204, respectively.

8. **CONCENTRATION OF RISK**

For the years ended June 30, 2020 and 2019 approximately 68% and 73%, respectively of the total revenue was derived from Medicaid. The future existence of the Organization, in its current form, is dependent upon continued support from Medicaid.

Medicaid receivables comprise approximately 21% and 26% of the total accounts receivable balances at June 30, 2020 and 2019, respectively. The Organization has no policy for charging interest on past due accounts, nor are its accounts receivable pledged as collateral, except as discussed in Note 5.

9. OPERATING LEASE OBLIGATIONS

The Organization has entered into various operating lease agreements to rent certain facilities and office equipment. The terms of these leases range from 36 to 63 months. Rent expense under these agreements aggregated \$711,426 and \$618,239 for the years ended June 30, 2020 and 2019, respectively.

The approximate future minimum lease payments on the above leases are as follows:

<u>Year Ending</u> <u>June 30</u>	<u>Amount</u>
2021	\$ 15,270
2022	<u>9,560</u>
Total	<u>\$ 24,830</u>

See Note 10 for information regarding a lease agreement with a related party.

10. RELATED PARTY TRANSACTIONS

Monadnock Family Services, Inc. is related to the following nonprofit corporations as a result of their articles of incorporation and common board membership.

<u>Related Party</u>	<u>Function</u>
Monadnock Community Service Center, Inc.	Provides real estate services and property management assistance.
Monadnock Regional Foundation for Family Services, Inc.	Endowment for the benefit of Monadnock Family Services, Inc.

Monadnock Family Services, Inc. has transactions with the above related parties during its normal course of operations. The significant related party transactions are as follows:

Due to/from Affiliate

At June 30, 2020 the Organization had a receivable due from Monadnock Community Service Center, Inc. in the amount of \$2,234. At June 30, 2019 the Organization had a payable due to Monadnock Community Service Center, Inc. in the amount of \$394,444. At June 30, 2020 and 2019 the Organization had a payable due to Monadnock Regional Foundation for Family Services, Inc. in the amount of \$656,100 and \$157,695, respectively. There are no specific terms of repayment and no stated interest.

Rental Expense

The Organization leases office space from Monadnock Community Service Center, Inc. under the terms of tenant at will agreements. Monadnock Family Services, Inc. has the perpetual right to extend the leases. Total rental expense paid under the terms of the leases was \$670,254 and \$576,250 for the years ended June 30, 2020 and 2019, respectively.

Contribution

During the year ended the June 30, 2019 the Organization made a contribution to Monadnock Community Service Center, Inc. in the amount of \$400,000. No contribution to Monadnock Family Community Service Center, Inc. was made for the year ended June 30, 2020. For the years ended June 30, 2020 and 2019 the Organization made contributions to Monadnock Regional Foundation for Family Services, Inc. in the amount of \$700,000 and \$200,000, respectively.

Management Fee

The Organization charges Monadnock Community Service Center, Inc. for administrative expenses incurred on its behalf. Management fee revenue aggregated \$75,911 and \$84,899 for the years ended June 30, 2020 and 2019, respectively.

Guarantee

One of the Organization's demand notes payable is guaranteed by Monadnock Community Service Center, Inc.

Co-obligation

The Organization is co-obligated on certain mortgage notes of Monadnock Community Service Center, Inc.

11. CONTINGENCIES

Grant Compliance

The Organization receives funds under various state grants and from Federal sources. Under the terms of these agreements, the Organization is required to use the funds within a certain period and for purposes specified by the governing laws and regulations. If expenditures were found not to have been made in compliance with the laws and regulations, the Organization might be required to repay the funds. No provisions have been made for this contingency because specific amounts, if any, have not been determined or assessed by government audits as of June 30, 2020.

12. CONCENTRATION OF CREDIT RISK

The Organization maintains cash balances that, at times may exceed federally insured limits. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 at June 30, 2020 and 2019. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant risk with these accounts. At June 30, 2020 and 2019, cash balances in excess of FDIC coverage aggregated \$1,175,736 and \$707,613, respectively.

13. RECLASSIFICATIONS

Certain reclassifications have been made to the prior years' financial statements to conform to the current year presentation. These classifications had no effect on the previously reported results of operations or retained earnings.

14. SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the statement of financial position date, but before the financial statements are available to be issued. Recognized subsequent events are events or transactions that provide additional evidence about conditions that existed at the statement of financial position date, including the estimates inherent in the process of preparing financial statements. Non-recognized subsequent events are events that provide evidence about conditions that did not exist at the statement of financial position date, but arose after that date. Management has evaluated subsequent events through October 14, 2020 the date when the June 30, 2020 financial statements were available for issuance.

MONADNOCK FAMILY SERVICES, INC.

Continued

**SCHEDULE OF FUNCTIONAL REVENUES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Maintenance</u>	<u>Children & Adolescents</u>	<u>Older Adult Services</u>	<u>Intake</u>	<u>Emergency Services/ Assessment</u>	<u>Restorative Partial Hospital</u>
Program fees:						
Net client fees	\$ 30,203	\$ 50,953	\$ (354)	\$ 4,864	\$ 2,994	\$ 4,397
Medicaid	563,231	4,500,264	359,269	35,761	197,127	78,371
Medicare	201,630	2,172	8,358	3,152	21,521	-
Other insurance	133,817	147,523	1,884	10,138	45,513	21,810
Other program fees	-	-	-	-	-	-
Program sales:						
Service and production	-	80	-	-	-	-
Public support:						
United Way	-	147,450	-	14,083	21,583	-
Local/county government	-	44,467	-	118,684	18,314	-
Donations	600	5,650	-	-	16,501	-
Other public support	1,690	20,484	4,585	-	(23,094)	-
Div. for Children, Youth & Families	-	974	-	-	-	-
DHHS - State	-	5,000	-	-	140,711	-
Federal funding:						
Other federal grants	112,542	41,694	-	-	10,939	-
PATH	-	-	-	-	33,300	-
DHHS - Federal	-	4,821	-	-	-	-
Rental income	-	-	-	-	-	-
Net gain on beneficial interest in Foundation	-	-	-	-	-	-
Other	<u>1,505</u>	<u>196</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNCTIONAL REVEN	<u>\$ 1,045,218</u>	<u>\$ 4,971,728</u>	<u>\$ 373,742</u>	<u>\$ 186,682</u>	<u>\$ 485,409</u>	<u>\$ 104,578</u>

MONADNOCK FAMILY SERVICES, INC.

Continued

**SCHEDULE OF FUNCTIONAL REVENUES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	<u>Vocational Services</u>	<u>Non-Eligibles</u>	<u>Multi-Service Team</u>	<u>ACT Team</u>	<u>Community Residence</u>	<u>Supportive Living</u>
Program fees:						
Net client fees	\$ (610)	\$ 6,650	\$ 14,314	\$ 9,996	\$ (4,664)	\$ 741
Medicaid	43,716	3,654	2,467,624	337,239	353,111	350,581
Medicare	2,080	1,380	15,132	13,832	1,484	-
Other insurance	967	8,141	6,180	12,148	690	-
Other program fees	-	-	1,155	-	35,585	-
Program sales:						
Service and production	-	-	-	-	-	-
Public support:						
United Way	-	13,927	-	-	-	-
Local/county government	-	5,000	-	-	-	-
Donations	-	150	9,597	2,265	13,372	-
Other public support	-	235,615	136,719	-	-	-
Div. for Children, Youth & Families	-	-	-	-	-	-
DHHS - State	-	-	-	245,000	-	-
Federal funding:						
Other federal grants	2,341	-	35,331	74	1,670	-
PATH	-	-	-	-	-	-
DHHS - Federal	-	-	-	-	-	-
Rental income	-	-	-	-	-	-
Net gain on beneficial interest in Foundation	-	-	-	-	-	-
Other	-	-	1,811	-	-	-
TOTAL FUNCTIONAL REVENUES	\$ 48,494	\$ 274,517	\$ 2,687,863	\$ 620,554	\$ 401,248	\$ 351,322

MONADNOCK FAMILY SERVICES, INC.

**SCHEDULE OF FUNCTIONAL REVENUES
FOR THE YEAR ENDED JUNE 30, 2020
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION**

	Community Education & Training	Other Non-BBH	Total Programs	Administration	2020 Totals	2019 Totals
Program fees:						
Net client fees	\$ -	\$ 71,576	\$ 191,060	\$ -	\$ 191,060	\$ 268,428
Medicaid	-	120,593	9,410,541	-	9,410,541	8,260,760
Medicare	-	-	270,741	-	270,741	227,634
Other insurance	-	76,533	465,344	-	465,344	350,187
Other program fees	17,662	53	54,455	-	54,455	53,928
Program sales:						
Service and production	-	-	80	75,911	75,991	87,739
Public support:						
United Way	-	61,564	258,607	-	258,607	208,012
Local/county government	-	-	186,465	-	186,465	182,439
Donations	-	419,825	467,960	50	468,010	299,902
Other public support	-	7,500	383,499	273,600	657,099	568,998
Div. for Children, Youth & Families	-	-	974	-	974	1,425
DHHS - State	-	-	390,711	-	390,711	-
Federal funding:						
Other federal grants	-	101,943	306,534	31,757	338,291	158,244
PATH	-	-	33,300	-	33,300	37,000
DHHS - Federal	-	-	4,821	-	4,821	366,348
Rental income	-	2,763	2,763	30,000	32,763	2,338
Net gain on beneficial interest in Foundation	-	-	-	706,576	706,576	201,350
Other	-	172	3,684	43,618	47,302	72,251
TOTAL FUNCTIONAL REVENUES	\$ 17,662	\$ 862,522	\$ 12,431,539	\$ 1,161,512	\$ 13,593,051	\$ 11,346,983

Monadnock Family Services
Board of Directors
2020-2021

Brian Donovan – Chair
John Round – Treasurer
Aaron Moody – Secretary
Sharman Howe – Assistant Secretary

Laurie Appel
Mike Chelstowski
Reba Clough
Susan Doyle
Shaun Filiault
Julie Green
Christine Houston
Molly Lane
Jan Peterson
Judy Rogers
Alfred John Santos
Joe Schapiro
Louise Zerba

Philip F. Wyzik MA

EXPERIENCE:

Monadnock Family Services, 64 Main St, Keene NH (6/2012 to present)

Chief Executive Officer

Responsible for all aspects of the leadership of a community mental health center in Cheshire County, New Hampshire. Services focus on clientele considered eligible for state supported care, out patient behavioral health counseling, prevention services and adult care for seniors.

Certified instructor Mental Health First Aid, July 2014

The Mental Health Association of Connecticut, 20-30 Beaver Rd, Wethersfield CT 06109

President and CEO (9-08 to 6 -1-12)

Responsible for all aspects of executive leadership of a \$9 million dollar private, not-for-profit mental health agency. Services offered to adults with severe and persistent mental illness include housing, psychosocial rehabilitation, and supported employment; provide leadership and supervision to Executive staff and Program Directors. Work includes interface and coordination with Board of Directors, direct supervision of advocacy, lobbying and public education efforts.

West Central Behavioral Health, Inc., 9 Hanover St, Lebanon, New Hampshire 03766

Senior Vice President of Operations (1-91 to 9-08)

Responsible for the executive leadership and management of a private not-for-profit community mental health center. Duties include:

Program development and performance management: responsible development and monitoring of annual operation plan to achieve key service outcomes and fiscal effectiveness, internal quality assurance and management, including leading workgroups to implement new treatment paradigms and improvements. Accomplished successful grant applications and negotiated contracts, including US Government contract procurement and management under the Javits Wagner O'Day program. Assisted with marketing and internal and external customer service. Planned conversion of two day rehab programs into pioneering supported employment service.

Supervision and training of agency leaders: responsible for personnel development, quality assurance and risk management; designed and implemented a new, proactive employee review and development process. Planned and supervised the renovation and relocation of three clinical offices. Lead agency wide staff satisfaction survey process; developed work life committee to improve employee input into agency decisions.

Public Relations / fundraising: Conceived, organized and promoted all aspects of a two day fundraiser ("Paddlepower") that increased public awareness about suicide and visibility

Philip F. Wyzik
Keene NH

for the agency. Current member of NH Suicide Prevention Advisory Committee and Garrett Lee Smith Advisory Committee.

Information Technology: Supervised IT department of three FTEs since 2006, including the implementation of an electronic medical record for improved clinical flow, efficiency and compliance. Lead system improvement efforts to accommodate regulatory and reimbursement changes and mandates, and accompanying staff training efforts.

Substitute for the CEO: Handle internal, external, and State responsibilities.

Little Rivers Health Care Inc, PO Box 377, Bradford VT

Interim Chief Executive Officer (Sept 2005 to June 2006)

Under management service agreement with current employer, served as first CEO of a Federally Qualified Health Center. Duties involved all aspects of merging three disparate primary care offices into one organization. Developed initial Human Resource policies and plans, facilitated clinical and quality policy development, initiated start up fiscal plan and structure. Served as the liaison to Health Resource Services Administration Office of Grants Management and Project Development and facilitated development of Board members. Elected to the Board of Directors of Bi State Primary Care Association.

University System of New Hampshire, Granite State College

Faculty Member (November 2000 to present)

Teaching HLTC 600 *Continuous Quality Improvement*, HLTC 629 *Legal and Ethical Issues in Health and Human Services*, and HLTC 627 *Financing and Reimbursement in Healthcare*, and HLTC 550 *The US Healthcare Industry* (all online courses.) Taught numerous students on independent contract learning projects. Familiar with Blackboard, WebCT, and Moodle course management systems.

Worcester Area Community Mental Health Center, Inc, Worcester, Ma. 01609

Director of Rehabilitation (12-84 to 12-90)

Organized and lead social/vocational rehabilitation department serving mentally ill adults. Responsibilities included:

Day-to-day management of a psychosocial rehabilitation program for severely mentally ill adults, program development, strategic planning and evaluation activities. Assisted in interdepartmental and interagency communication and public relations. Primary liaison to Mass Rehab Commission for vocational rehabilitation. Completed grant applications, hired and supervised staff; Held previous roles including Program Coordinator, Rehabilitation Counselor, Group Leader and Clinician.

Chandler St. Center, Inc., 162 Chandler St., Worcester, Ma. 01609

Substance Abuse Counselor (5-83 to 12-84)

Philip F. Wyzik
Keene NH

Performed intake, crisis intervention, assessment, case management and addiction therapy around heroin and cocaine abuse for teen and adult clients. Facilitated support groups and completed court ordered assessments.

St. Joseph Church, 41 Hamilton St, Worcester, Ma. 01604
Religious Education Coordinator (6-81 to 6-83)

Supervised and coordinated all aspects of church based education program; recruited and trained volunteer teachers. Provided instruction for child, teen and adult classes.

Notre Dame High School, Fitchburg, Ma.

Teacher (9-82 to 6-83) – Taught junior and senior high students in Religious Education and substitute taught Spanish I.

St Joseph School, Somerville, Ma.

Teacher (9-78 to 6-80) -- Instructed five grade levels in Religion, Art, and Social Studies.

COMMUNITY SERVICE

Outreach House, Hanover NH (501.3C assisted living facility for nine seniors)

Board of Director, October 1998 to 2000 [approximately]

Ivy Place Condominiums, Lebanon NH (50 unit condominium facility)

Board of Director, 1992 thru 1997 [approximately]

Lebanon Riverside Rotary

Club member, chair of International Services Committee, 1992 thru 1996

EDUCATION:

Master of Arts, Counseling Psychology, Assumption College, Worcester Ma. 1984

Bachelor of Arts, Religious Studies (magna cum laude), Assumption College, Worcester, Ma. 1978

- "Leadership Upper Valley," May 2008 sponsored by the Lebanon Chamber of Commerce.
- "Institute for Non Profit Management," Antioch New England Graduate School, Hanover NH, Spring 2004
- "FIPSE (Fund for Improvement of Postsecondary Education) Training for Part Time Faculty Teaching Adult Learners," College for Lifelong Learning, Concord, NH, Fall, 2002

Philip F. Wyzik
Keene NH

- "Improving Managerial Leadership and Effectiveness", "The Art of Negotiation," "Delivering Superior Customer Service," and "Contract Pricing," NISH Institute for Leadership and Professional Development

PUBLICATIONS:

Munetz MD, Birnbaum A, Wyzik PF: An Integrative Ideology to Guide Community Based Multidisciplinary Care of Severely Mentally Ill Patients. Hospital and Community Psychiatry, June 1993, vol. 44, no 6.

Drake RE, Becker DR, Biesanz JC, Torrey WC, McHugo GJ, Wyzik PF: Rehabilitative Day Treatment vs Supported Employment: I Vocational Outcomes. Community Mental Health Journal, October 1994;30:519-532.

Torrey W, Clark RE, Becker D, Wyzik P, Drake RE: Switching from Rehabilitative Day Treatment to Supported Employment. Continuum: Developments in Ambulatory Care, Jossey-Bass Inc. Spring, 1997, vol 4, no 1.

Drake RE, Becker D, Biesanz J, Wyzik P: Day Treatment Versus Supported Employment for Persons with Severe Mental Illness: A Replication Study. Psychiatric Services, October 1996, vol 47, no 10.

Becker D, Torrey W, Toscano R, Wyzik P, Fox T: Building Recovery Oriented Services: Lessons from Implementing IPS in Community Mental Health Centers. Psychiatric Rehabilitation Journal, Summer 1998, vol 22, no 1.

Torrey, W, Wyzik PF: New Hampshire Clinical Practice Guidelines for Adults in Community Support Programs, (unpublished monograph).

Torrey, W, Wyzik PF: The Recovery Vision as a Service Improvement Guide for Community Mental Health Journal, April 2000, vol 36, No 2.

Torrey, W, Drake RE, Cohen M, Fox L, Lynde D, Gorman P, and Wyzik PF: The Challenge of Implementing and Sustaining Integrated Dual Disorders, Community Mental Health Journal, December 2002, Vol 38, no 6

Salyers MP, Becker DR, Drake RE, Torrey WC, and Wyzik PF: A Ten Year Follow up of Supported Employment (in press)

Torrey WC, Finnerty M, Evans A, Wyzik P: Strategies for leading the implementation of Evidence-based practices, Psychiatric Clinics of North America, 26(4): 883-897, 2003

Wyzik L, "Grassroots Armada for Suicide Prevention" Behavioral Healthcare Tomorrow, 14(4): 14-15, 2005

"Tragedy Casts Attention on Mental Illness" Keene Sentinel, January 4, 2013, op ed.

"Mental Health Care is a part of health care" Keene Sentinel, March 19, 2013, op ed.

"There is Room for Medicaid Expansion" Keene Sentinel, June 2, 2013, op ed.

"No Medicaid Expansion Strains Mental Health Services" Fosters Daily Democrat, December 25, 2013, op ed.

"The Story that Changed Christmas" Monadnock Ledger Transcript, December 26, 2013, op ed.

Philip F. Wyzik
Keene NH

AWARDS:

Named Administrator of the Year, October 1994, by the New Hampshire Alliance for the Mentally Ill.

PRESENTATIONS:

- "The Legacy of Clifford Beers." Presented June 12, 2009 at Centennial Conference, Mental Health America, Washington DC.
- "Thinking of a Change?" Implementing the new NH Medicaid rule in the mental health center, for the Bureau of Behavioral Health, March 27, 28, 2007
- "Suicide Prevention: Friend raising, Fundraising" at US Psychiatric Rehabilitation Association 30th annual conference, Philadelphia PA, May 24, 2005
- "Teamwork in Residential Settings" for the Therapeutic Living Community, Norwich CT, April 2003; on behalf of the West Institute of the NH Dartmouth Psychiatric Research Center.
- "Vocational Rehabilitation System's Change" – two day personal consultation for Terros, 3118 E McDowell Rd, Phoenix, Arizona, April 2000
- "Recovery and Systems Thinking," Value Options, Phoenix AZ, July 28, 1999
- "CMHC Cultures that Work for Work," Following Your Dreams Conference, Nashua NH, May 21, 1999
- "IPS Implementation, Tools and Recovery," IPS Plus Project, Regional Research Institute, Portland, Oregon, May 14, 1999
- "Implementing IPS," Options for Southern Oregon, Grants Pass Oregon, May 13, 1999
- "Facilitating Recovery by Effectively Supporting Work," Value Options Best Practices Summit IV, Boston MA, Oct. 21-23, 1998
- "Health Care as a System: Case Management," Executive Directors, NH Division of Behavioral Health, Concord, NH, July 15, 1998
- "Implementing Individual Placement and Support: Obstacles and Solutions," Western Region Best Practice Conference, Colorado Health Network, Santa Fe NM, Dec. 4-5, 1997
- "Supported Employment as an Important Element in the Process of Recovering from Severe Mental Disorders," New England IPS Retreat, Newport RI, June 5, 1997
- "From Day Treatment to Vocational Services," New England IAPSRs Conference, June 1995
- "Work in the Community: Two Program Conversion Success Stories," Institute for Community Inclusion, Auburn, MA, October 1994

REFERENCES:

Personal references furnished upon request.

CURRICULUM VITAE

Marianne Marsh, MD

Licensure and Certification:

State of New Hampshire - Medical License - #10054

State of Vermont - #42-8302 (inactive)

State of Maine - #013197 (inactive)

Diplomat in Psychiatry, American Board of Psychiatry and Neurology
April 1996, Renewed 2007, Certificate #42545

Education and Training:

Psychiatry Residency

Medical Center Hospital of Vermont/University of Vermont

July 1990 - June 1993

- Chief Resident, June 1992 - May 1993

Duties included: administrative, liaison and teaching both medical students and residents

Medical/Psychiatric Internship

New England Medical Center/Tufts University

July 1989 - June 1990

University of Vermont College of Medicine

MD, May 1989

University of California, Davis

BS in Nutrition Science with High Honors, 1985

Current Employment:

Monadnock Family Services

Keene, NH

Medical Director

October 2012 - present

Hospital Privileges:

Monadnock Community Hospital (Provides on-call coverage)

Past Employment and Professional Activities:

West Central Behavioral Health
Claremont, NH
Staff Psychiatrist, June 2010 - September 2012
Adjunct Faculty, Dartmouth Medical School

Monadnock Family Services
Keene, NH
Staff Psychiatrist, July 1997 - August 2000
Associate Medical Director, September 2000 - May 2010
Psychiatrist for Dialectical Behavioral Therapy program
Sabbatical and ongoing work integrating primary care with mental health care in the Monadnock region
Awards: "Guppy" (Grace Under Pressure) Award, 2006
Tom Dwayne Mental Health Leadership Award 2009

Board of Directors
AIDS Services for the Monadnock Region
1997 - 2000

Beech Hill Hospital
Consulting Psychiatrist
July 1997 - May 1998

Northeast Kingdom Mental Health Services, Inc.
Staff Psychiatrist, June 1994 - December 1995
Medical Director, January 1996 - June 1997
U.S. Public Health Service - National Health Service Corps

Private Practice in Psychiatry
Burlington, VT
July 1993 - July 1997

Clinical Faculty Member
University of Vermont Department of Psychiatry
July 1993 - June 1997

Board of Directors, State of Vermont HIV/AIDS Care Consortium
Mental Health Task Force
April 1996 - June 1997

Community Health Plan
Part-time consulting psychiatrist
June 1993 - May 1994

Bangor Mental Health Institute
Psychiatric and medical coverage for state hospital and psychiatric nursing home
July 1991 - December 1993

Vermont State Hospital
On-Call Physician
1991 - 1992

Society Memberships:

American Psychiatric Association
American Association for Community Psychiatry
Physicians for Social Responsibility
American Association of Physicians for Human Rights

Publication:

Marah, Marianne; "Feminist Psychopharmacology: An Aspect of Feminist Psychiatry,"
Psychopharmacology from a Feminist Perspective (Ed: Jean Hamilton, et al); Harrington
Park Press/The Haworth Press, Inc., 1995, pp. 73-84.

References available upon request.

Confidential Resume of

Gigi Pratt

To obtain a professional position which challenges my human resource, managerial, accounting and technical skills

8/09-present

Monadnock Family Services

Keene, NH

Work History

10/12 – present Chief Financial Officer

- Controller position and CFO position was recently combined. In addition to the Controller responsibilities, I am now a member of the Sr Staff, work directly with the Board of Directors and under the direct supervision of the Chief Executive Officer.

8/09 – 10/12 Controller

- Manage & direct all accounting & support functions for three non-profit entities; supervise a staff of twenty-four; Departments include: Payroll, Accounts Payable, Accounts Receivable, Grants Management, Business/Facilities Management, & All Support functions in six locations
- Provide monthly financial statements to CFO; quarterly reports to the State; attend monthly Board Operations Committee meetings; present financials in the absence of the CFO
- Prepare annual fiscal budgets with the CFO for both the State Medicaid and Internal Operations
- Meet with Department Heads & Directors to review budgets & financials
- Coordinate and assist the Annual Independent Audit for all three non-profits; review and file 990
- Manage all agency grants including reporting & audits
- Manage organization cash flow & lines of credit; Property tax abatements, maintain agency corporate files & legal documents
- Co-lead implementation of new Electronic Medical Records system
- Assist CFO with banking relationships, grant presentations, facilities management, review agency contracts, corporate insurances; policy revisions, attend CFO CMHC quarterly meetings

4/01-8/09

Fenton Family Dealerships

East Swanzey, NH

Human Resources Manager 1/08-current

- Coordinate employee benefits for all Fenton Family Dealerships — 170+ employees, including new employee orientations, health & dental insurances, STD & LTD, 401k, and more
- Provide backup support for payroll for 170 employees
- Review and revise employee handbook on a biannual basis, make recommended changes, review with attorney
- Screen applicants for fit with open positions; review profile testing with hiring managers; conduct orientations
- Complete biannual Safety Summary and chair company Safety Committee
- Chair the Monadnock United Way fundraiser — increased employee contributions by 100%
- Design and publish monthly employee newsletter to raise employee morale and inter-company communication
- Organize employee training, plan & put on company special events
- Provide Administrative Support to owner

Office Manager & Human Resource Manager 4/01 – 1/08

- Financial/Fiscal — Responsible for all accounting functions for Hyundai Dealership including timely reporting of monthly financial statements, title research, accounts payable, accounts receivable, etc.
- Office Management — Responsible for supervision of accounting personnel, maintaining equipment and office supplies, publishing flyers and mailers, etc.
- Human Resources — completed the above human resource responsibilities for 120 employees

8/06 - present GB Office Solutions, LLC Nelson, NH

Office Management Services/Grants Management/ Bookkeeping

- Provide full service bookkeeping service to several clients including retail, non-profit and individuals
- P/R, A/P, A/R, Grants management, Audit preparation and graphic arts design

1/01 - 8/06 Stonewall Farm, (a nonprofit education center) Keene, NH

Business Manager

- Financial/Fiscal — Budgeting for six departments, financial reporting all General Ledger entries, account analysis & distribution of reports; responsible for all A/P & A/R; presentations to Board of Directors
- Personnel — payroll for 30+ employees, payroll taxes, 941/943 reporting, produced a personnel manual, manage health insurance enrollment and selection of carrier
- Data Management — oversee, manage, and programming of database system using FileMaker Pro for 1200+ members, donors & volunteers; monitor membership for renewal, bulk mailings
- Office Management — supervise 4 employees, equipment purchases/maintenance including computer systems, telephone systems, building maintenance; landlord for residents; coordinate facility rentals
- Gift Shop — make wholesale purchases and monitor sales of gift shop inventory

11/84-11/88 Eastern Mountain Sports Peterborough, NH

Accounting Department

- 2/1964-1/88 — Accounting Supervisor — supervised A/P clerks, prepared monthly journal entries, analysis of balance sheet accounts, monitored letter of credit activity, review sales/use & payroll taxes
- 9/85-2/86 — Accounting Clerk — bank reconciliations, A/R, analysis, NSF check collection, sales/use taxes
- 11/84-9/85 — Accounts Payable Clerk — processed vendor payments, verified inventory reports

Education

- Plymouth State College — MBA Graduate Certificate in "The Human Side of Enterprise" 5/08
- Franklin Pierce College — Bachelor of Science — major in Management, minor in Accounting, Graduated 5/91
- Mount Wachusett Community College — Associates of Science in Business Technology, Graduated 5/86
- Recent seminars: Human Resources Series; Avoiding Sexual Harassment in the Workplace; Dealing Effectively with Unacceptable Employee Behavior; Employment Law, Financial Reporting for Franchised Organizations, 1099 Laws;

Skill

- Experience with PC, Macintosh & Mainframe computer systems, QuickBooks, Microsoft Office, Word, Outlook, PowerPoint, Excel, WordPerfect, Reynolds & Reynolds Automotive Software, LWSI, and various other programs.
- Notary of Public; Justice of the Peace
- Red Cross CPR & First Aid Certified
- QuickBooks ProAdvisor

**Other
Interests**

- Past involvement in: UNH Cooperative Extensions Advisory Council Member; 4-H Leader, Boy Scouts Leader & Committee member; Farm Bureau Board Member; Miracles in Motion Volunteer, Nelson Agricultural Commission; Hundred Nights Board Treasurer
- My family, farming and horse back riding

References

- Available Upon Request

CONTRACTOR NAME

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Philip Wyzik	Chief Executive Officer	162,723	0	
Marianne Marsh	Chief Medical Officer	233,997	0	
Gigi Pratt	Chief Financial Officer	116,320	0	



Lori A. Shibbinette
Commissioner

Katja S. Fox
Director

21 mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,617,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

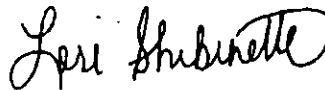
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX08SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083464

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shubinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$845,304	\$0	\$845,304
2021	102-500731	Contracts for program services	92204117	\$681,266	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,616,551	\$1,616,551
		Subtotal		\$1,328,722	\$1,616,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$69,885	\$427,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
			Subtotal	\$6,669,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,825	\$1,139,825
			Subtotal	\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
			Subtotal	\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
			Subtotal	\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
			Subtotal	\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$81,162	\$0	\$81,162
2021	102-500731	Contracts for program services	92224120	\$81,162	\$0	\$81,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
			Subtotal	\$227,824	\$60,000	\$287,824

**Attachment A
Financial Details**

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
			Subtotal	\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
			Subtotal	\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,800	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000
		Total Mental Health Data Collection		\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
		Subtotal		\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
		Subtotal		\$14,000	\$341,363	\$355,363

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
Subtotal				\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$653,326	\$653,326
Subtotal				\$26,000	\$653,326	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
Subtotal				\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$406,331	\$406,331
Subtotal				\$26,000	\$406,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
Subtotal				\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
Subtotal				\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$167,692	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$126,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$887,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
		Subtotal		\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Monadnock Family Services ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$3,268,983.
3. Modify Exhibit A, Amendment #1, Scope of Services by replacing in its entirety with Exhibit A Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #1, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
5. Add Exhibit K, Amendment #2, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/15/2021

Date

DocuSigned by:

Katja Fox

ED9D05B01CA3442

Name: Katja Fox

Title: director

Monadnock Family Services

6/14/2021

Date

DocuSigned by:

Philip Wyzik

643F02AA3F52407

Name: Philip Wyzik

Title: CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/15/2021

Date

DocuSigned by:



D5CA8202E32C4AF

Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 5. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay in their home and within the community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glencliff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults3
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

PLW

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.13. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.14. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of their children and youth client's needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount
 - 3.4.2. The full of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.

4. Division for Children, Youth and Families (DCYF)

- 4.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 4.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

5. Crisis Services

- 5.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 5.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.
- 5.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.
- 5.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
 - 5.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 5.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 5.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
 - 5.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH; and
 - 5.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 5.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
 - 5.7.1. One (1) Master's level clinician.
 - 5.7.2. One (1) peer support specialist as defined by HeM 426.13(d)(4).
 - 5.7.2.1. Bachelor's level staff or a Certified Recovery Support Worker (CRSW) may be substituted into the peer role up to 50% of FTE peer allocation.
 - 5.7.3. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 5.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transitioning crisis services for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
 - 5.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 5.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 5.9.3. The plan to meet each performance measure over time.
 - 5.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 5.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 5.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
 - 5.11.1. The location of the crisis.
 - 5.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 5.11.3. Any accommodations needed.
 - 5.11.4. Treatment history of the individual, if known.
- 5.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 5.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental health Services Administration (SAMHSA).
- 5.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 5.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
 - 5.16.1. Face-to-face assessments.
 - 5.16.2. Disposition and decision making.
 - 5.16.3. Initial care and safety planning.
 - 5.16.4. Post crisis and stabilization services.
- 5.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.
- 5.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community or via telehealth, as appropriate, within one (1) hour of the request ensuring:
 - 5.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer and/or BS and/or CRSW if occurring at locations based on individual and family choice that include but are not limited to:
 - 5.18.1.1. In or at the individual's home.
 - 5.18.1.2. In an individual's school setting.
 - 5.18.1.3. Other natural environments of residence including foster homes.
 - 5.18.1.4. Community settings.
 - 5.18.1.5. Peer run agencies.
 - 5.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 5.18.2.1. Schools.
 - 5.18.2.2. Jails.
 - 5.18.2.3. Police departments.
 - 5.18.2.4. Emergency departments.

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.
- 5.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
- 5.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 5.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
- 5.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 5.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 5.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 5.18.6.1.2. Substance misuse.
 - 5.18.6.1.3. Social, familial and legal factors.
 - 5.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 5.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
 - 5.18.6.4. Conducting a mental status exam.
- 5.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 5.18.7.1. Staying in place with:
 - 5.18.7.1.1. Stabilization services;
 - 5.18.7.1.2. A safety plan; and
 - 5.18.7.1.3. Outpatient providers.
 - 5.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 5.18.7.3. Admission to peer respite.
 - 5.18.7.4. Voluntary hospitalization.
 - 5.18.7.5. Initiation of Involuntary Emergency Admission (IPA).

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

5.18.7.6. Medical hospitalization.

5.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:

5.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.

5.19.2. Services are provided in the individual and family home, as desired by the individual.

5.19.3. Stabilization services are implemented using methods that include, but are not limited to:

5.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:

5.19.3.1.1. Promoting recovery.

5.19.3.1.2. Building upon life, social and other skills.

5.19.3.1.3. Offering support.

5.19.3.1.4. Facilitating referrals.

5.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.

5.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:

5.19.3.3.1. Cognitive Behavior Therapy (CBT).

5.19.3.3.2. Dialectical Behavior Therapy (DBT).

5.19.3.3.3. Solution-focused therapy.

5.19.3.3.4. Developing concrete discharge plans.

5.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.

5.19.4. Crisis Stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
- 5.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 5.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.
 - 5.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:
 - 5.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.
 - 5.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
 - 5.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
 - 5.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 5.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;
 - 5.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 5.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.20.4.4. Coordinating with homeless outreach services; and
- 5.20.4.5. Conducting outreach to at-risk seniors programming.
- 5.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
 - 5.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 5.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 5.21.1.2. Facilitate response of dispatched teams; and
 - 5.21.1.3. Resolve the crisis intervention.
 - 5.21.2. Connection to the designated resource tracking system.
 - 5.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 5.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
 - 5.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 5.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 5.22.2.1. Number of unique individuals who received services.
 - 5.22.2.2. Date and time of mobile arrival.
 - 5.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 5.22.3.1. Diversions from hospitalizations;
 - 5.22.3.2. Diversions from Emergency Rooms;
 - 5.22.3.3. Services provided;
 - 5.22.3.4. Location where services were provided;
 - 5.22.3.5. Length of time service or services provided;
 - 5.22.3.6. Whether law enforcement was involved for safety reasons;

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 5.22.3.7. Whether law enforcement was involved for other reasons;
 - 5.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 5.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 5.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 5.22.3.10.1. Remained in home.
 - 5.22.3.10.2. Hospitalization.
 - 5.22.3.10.3. Crisis stabilization services.
 - 5.22.3.10.4. Crisis apartment.
 - 5.22.3.10.5. Emergency department.
 - 5.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.
- 6. Adult Assertive Community Treatment (ACT) Teams**
- 6.1. The Contractor shall maintain Adult ACT Teams that meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00 A.M.. The Contractor shall ensure:
 - 6.1.1. Adult ACT Teams deliver comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.
 - 6.1.2. Each Adult ACT Team is composed of seven (7) to ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent (FTE) certified peer specialist.
 - 6.1.3. Each Adult ACT Team includes an individual trained to provide substance abuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

- 6.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who serves more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.
- 6.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:
 - 6.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.
 - 6.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.
- 6.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
 - 6.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 6.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
 - 6.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 6.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with Department contracted Medicaid Managed Care Organizations. The Contractor shall:
 - 6.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
 - 6.4.2. Screen for ACTper Administrative Rule He-M 426.08, Psychotherapeutic Services.
 - 6.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of

Monadnock Family Services

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Contractor Initials

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the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.

- 6.4.4. Make a referral for an ACT assessment within (7) days of:
 - 6.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.
 - 6.4.4.2. An individual being referred for an ACT assessment and completing the assessment within seven days of the referral.
- 6.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
- 6.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:
 - 6.4.6.1. Extended hospitalization or incarceration.
 - 6.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 6.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 6.4.7.1. To exceed caseload size requirements, or
 - 6.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.

7. Evidence-Based Supported Employment (EBSE)

- 7.1. The Contractor shall gather employment status for all adults with Severe Mental Illness(SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
- 7.2. The Contractor shall report the employment status for all adults with SMI/SPMI to the Department in the format, content, completeness, and timelines specified by the Department, for individuals indicating a need for EBSE, and for whom services shall be provided.
- 7.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment team within seven (7) days.

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- 7.4. The Contractor shall deem the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
- 7.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.
- 7.6. The Contractor shall ensure EBSE services include, but are not limited to:
 - 7.6.1. Job development.
 - 7.6.2. Work incentive counseling.
 - 7.6.3. Rapid job search.
 - 7.6.4. Follow along supports for employed individuals.
 - 7.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
- 7.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
 - 7.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 7.7.2. Implement such solutions within 45 days.
- 7.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 7.9. The Contractor shall ensure SE staff receive:
 - 7.9.1. A minimum of 15 hours in basic training within one year of hire date, as approved by the IPS Employment Center and approved by BMHS.
 - 7.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.
- 8. **Work Incentives Counselor Capacity Building**
 - 8.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
 - 8.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
 - 8.2.1. Connecting individuals to and assisting individuals with applying for Vocational Rehabilitation services, ensuring a smooth referral transition.

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- 8.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
- 8.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.
- 8.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
 - 8.3.1. Increase financial independence;
 - 8.3.2. Accept pay raises; or
 - 8.3.3. Increase earned income.
- 8.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
 - 8.4.1. SSA disability programs;
 - 8.4.2. SSI income programs;
 - 8.4.3. Medicaid, Medicare;
 - 8.4.4. Housing Programs; and
 - 8.4.5. Food stamps and food subsidy programs.
- 8.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
 - 8.5.1. The number of benefits orientation presentations provided to individuals.
 - 8.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 8.5.3. The number of individuals who engage in SE services, including the:
 - 8.5.3.1. Percentage of individuals seeking part-time employment;
 - 8.5.3.2. Percentage of individuals seeking full-time employment; and
 - 8.5.3.3. Number of individuals who increase employment hours to part-time and full-time.

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- 8.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 8.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.
- 8.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
 - 8.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 8.8.2. An increase in Individual Placement in both part-time and full-time employment and;
 - 8.8.3. Improved fidelity outcomes specifically targeting:
 - 8.8.3.1. Work Incentives Planning; and
 - 8.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.

9. Coordination of Care from Residential or Psychiatric Treatment Facilities

- 9.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
- 9.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
- 9.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 9.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.

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- 9.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 9.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.
- 9.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 9.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 9.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 9.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenclyff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

10. COORDINATED CARE AND INTEGRATED TREATMENT

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10.1. Primary Care

- 10.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.
- 10.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:
 - 10.1.2.1. Monitor health;
 - 10.1.2.2. Provide medical treatment as necessary; and
 - 10.1.2.3. Engage in preventive health screenings.
- 10.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 10.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.

10.2. Substance Misuse Treatment, Care and/or Referral

- 10.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:
 - 10.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.
 - 10.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual that screens positive for substance use.
 - 10.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
- 10.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.

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10.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.

10.3. Area Agencies

10.3.1. The Contractor shall collaborate with the Area Agency that serves the region to address processes that include:

10.3.1.1. Enrolling individuals for services who are dually eligible for both organizations.

10.3.1.2. Ensuring transition-aged clients are screened for the presence of mental health and developmental supports and refer, link and support transition plans for youth leaving children's services into adult services identified during screening.

10.3.1.3. Following the "Protocol for Extended Department Stays for Individuals served by Area Agency" issued December 1, 2017 by the State of New Hampshire Department of Health and Human Services, as implemented by the regional Area Agency.

10.3.1.4. Facilitating collaborative discharge planning meetings to assess individuals who are leaving NHH to re-engage them with both the CMHC and Area Agency representatives.

10.3.1.5. Ensuring annual training is designed and completed for intake, eligibility, and case management for dually diagnosed individuals and that attendee's include intake clinicians, case-managers, service coordinators and other frontline staff identified by both CMHC's and Area Agencies. The Contractor shall ensure the training utilizes the Diagnostic Manual for Intellectual Disability 2 that is specific to intellectual disabilities, in conjunction with the DSM V.

10.3.1.6. Planning for each person who receives dual case management by outlining the responsibilities of each organization and expectations for collaboration between the organizations.

10.3.1.7. Participating in shared service annual treatment meetings to assess quality and progress towards treatment goals as well as monitoring continued need for

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dual services when waivers are required for services between agencies.

10.4. Peer Supports

10.4.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:

10.4.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.

10.4.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.

10.4.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.

10.5. Transition of Care with MCO's

10.5.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

11. Supported Housing

11.1. The Contractor shall stand up a minimum of six (6) new supported housing beds including, but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:

11.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:

11.1.1.1. Type of supported housing beds.

11.1.1.2. Staffing plan.

11.1.1.3. Anticipated location.

11.1.1.4. Implementation timeline.

11.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:

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- 11.1.2.1. Number of referrals received.
- 11.1.2.2. Number of individuals admitted.
- 11.1.2.3. Number of people transitioned into other local community residential settings.

12. CANS/ANSA or Other Approved Assessment

- 12.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:
 - 12.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
 - 12.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.
- 12.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.
- 12.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:
 - 12.3.1. Utilized to develop an individualized, person-centered treatment plan.
 - 12.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.
 - 12.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
 - 12.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
- 12.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.
- 12.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must

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be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.

12.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.

12.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.

13. Pre-Admission Screening and Resident Review

13.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.

13.2. Upon request by the Department, the Contractor shall:

13.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and

13.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:

13.2.2.1. Requires nursing facility care; and

13.2.2.2. Has active treatment needs.

14. Application for Other Services

14.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contract shall assist with applications that may include, but are not limited to:

14.1.1. Medicaid.

14.1.2. Medicare.

14.1.3. Social Security Disability Income.

14.1.4. Veterans Benefits.

14.1.5. Public Housing.

14.1.6. Section 8 Subsidies.

15. Community Mental Health Program (CMHP) Status

15.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency,

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or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.

- 15.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

16. Quality Improvement

- 16.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.

- 16.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:

16.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.

16.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.

16.2.3. Support the efforts of the Department to conduct the survey.

16.2.4. Encourage all individuals sampled to participate.

16.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.

- 16.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.

- 16.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.

17. Maintenance of Fiscal Integrity

- 17.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.

- 17.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by

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providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.

17.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:

17.3.1. Days of Cash on Hand:

17.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.

17.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.

17.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.

17.3.2. Current Ratio:

17.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.

17.3.2.2. Formula: Total current assets divided by total current liabilities.

17.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.

17.3.3. Debt Service Coverage Ratio:

17.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.

17.3.3.2. Definition: The ratio of Net Income to the year to date debt service.

17.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.

17.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).

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- 17.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.
- 17.3.4. Net Assets to Total Assets:
- 17.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
- 17.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
- 17.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
- 17.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
- 17.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 17.4. In the event that the Contractor does not meet either:
- 17.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
- 17.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
- 17.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
- 17.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
- 17.4.2.3. The Department may request additional information to assure continued access to services.
- 17.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 17.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement
- 17.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of

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accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.

- 17.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 17.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 17.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.

18. Reduction or Suspension of Funding

- 18.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
- 18.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.
- 18.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:
 - 18.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.
 - 18.3.2. Emergency services for all individuals.
 - 18.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.
 - 18.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M 609.

19. Elimination of Programs and Services by Contractor

- 19.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.

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- 19.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.
- 19.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.
- 19.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.
- 19.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.
- 19.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

20. Data Reporting

- 20.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.
- 20.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 20.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 20.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 20.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:

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- 20.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
- 20.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
- 20.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
- 20.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
- 20.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 20.5.5.1. All data is formatted in accordance with the file specifications;
 - 20.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 20.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 20.6. The Contractor shall meet the following standards:
 - 20.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 20.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
 - 20.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 20.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
 - 20.7.1. The waiver length shall not exceed 180 days.

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- 20.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
- 20.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
- 20.7.4. Failure of the Contractor to implement the plan may require:
 - 20.7.4.1. Another plan; or
 - 20.7.4.2. Other remedies, as specified by the Department.

21. Behavioral Health Services Information System (BHSIS)

- 21.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:
- 21.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:
 - 21.2.1. Rewrites to database and/or submittal routines.
 - 21.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.
 - 21.2.3. Software and/or training purchased to improve data collection.
 - 21.2.4. Staff training for collecting new data elements.
 - 21.2.5. Development of any other BMHS-requested data reporting system.
- 21.3. Progress Reports from the Contractor that:
 - 21.3.1. Outline activities related to Phoenix database;
 - 21.3.2. Include any costs for software, scheduled staff trainings; and
 - 21.3.3. Include progress to meet anticipated deadlines as specified.

22. PATH Services

- 22.1. The Contractor shall provide services through the Projects for Assistance in Transition from Homelessness (PATH) program in compliance with the Federal Public Health Services Act, Section 522(b)(10), Part C to individuals who are homeless or at imminent risk of being homeless and who are believed to have Severe Mental Illness (SMI), or SMI and a co-occurring substance use disorder.
- 22.2. The Contractor shall ensure PATH services include, but are not limited to:
 - 22.2.1. Outreach.
 - 22.2.2. Screening and diagnostic treatment.

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- 22.2.3. Staff training.
- 22.2.4. Case management.
- 22.3. The Contractor shall ensure PATH case management services include; but are not limited to:
 - 22.3.1. Assisting eligible homeless individuals with obtaining and coordinating services, including referrals for primary health care.
 - 22.3.2. Assisting eligible individuals with obtaining income support services, including, but not limited to:
 - 22.3.2.1. Housing assistance.
 - 22.3.2.2. Food stamps.
 - 22.3.2.3. Supplementary security income benefits.
- 22.4. The Contractor shall acknowledge that provision of PATH outreach services may require a lengthy engagement process and that eligible individuals may be difficult to engage, and may or may not have been officially diagnosed with a mental illness at the time of outreach activities.
- 22.5. The Contractor shall identify a PATH worker to:
 - 22.5.1. Conduct outreach, early intervention, case management, housing and other services to PATH eligible clients.
 - 22.5.2. Participate in periodic Outreach Worker Training programs scheduled by the Bureau of Homeless and Housing Services; and
 - 22.5.3. Provide housing supports, as identified by the Department.
- 22.6. The Contractor shall comply with all reporting requirements under the PATH Grant.
- 22.7. The Contractor shall be licensed to provide client level data into the New Hampshire Homeless Management Information System (NH HMIS).
- 22.8. The Contractor shall be familiar with and follow NH-HMIS policy, including specific information that is required for data entry, accuracy of data entered, and time required for data entry.
- 22.9. Failure to submit reports or enter data into HMIS in a timely manner could result in delay or withholding of reimbursements until such reports are received or data entries are confirmed by the Department.
- 22.10. The Contractor shall ensure that each PATH worker provides outreach through ongoing engagement with individuals who:
 - 22.10.1. Are potentially PATH eligible; and
 - 22.10.2. May be referred to PATH services by street outreach workers, shelter staff, police and other concerned individuals.

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- 22.11. The Contractor shall ensure that each PATH worker is available to team up with other outreach workers, police or other professionals in active outreach efforts to engage difficult to engage or hard to serve individuals.
- 22.12. The Contractor shall conduct PATH outreach is conducted wherever PATH eligible clients may be found.
- 22.13. The Contractor shall ensure the designated PATH worker assesses each individual for immediacy of needs, and continues to work with each individual to enhance treatment and/or housing readiness.
- 22.14. The Contractor shall ensure the PATH worker's continued efforts enhance individual safety and treatment while assisting the individual with locating emergency and/or permanent housing and mental health treatment.
- 22.15. The Department reserves the option to observe PATH performance, activities and documents through this agreement ensuring observations do not unreasonably interfere with Contractor performance.
- 22.16. The Contractor shall inform BHHS of any staffing changes relative to PATH services.
- 22.17. The Contractor shall retain all records related to PATH services the latter of either:
 - 22.17.1. A period of five (5) years following the contract completion date and receipt of final payment by the Contractor; or
 - 22.17.2. Until an audit is completed and all questions are resolved.
- 22.18. The Department reserves the right to make changes to the contract service that do not affect its scope, duration, or financial limitations upon agreement between the Contractor and the Department.

23. Deaf Services

- 23.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.
- 23.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation for disposition and treatment planning, as appropriate.
- 23.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.
- 23.4. The Contractor shall ensure services are client-directed, which may result in:
 - 23.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;

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23.4.2. Care being shared across the regions; or

23.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.

24. Early Serious Mental Illness/First Episode Psychosis – Coordinated Specialty Care (ESMI/FEP – CSC) Services

24.1. The Contractor shall provide a Coordinated Specialty Care (CSC) model for the treatment of Early Serious Mental Illness (ESMI) and First Episode Psychosis (FEP) (ESMI/FEP – CSC).

24.2. The Contractor shall identify staff to participate in intensive evidence-based ESMI/FEP - CSC training and consultation, as designated by the Department.

24.3. The Contractor shall ensure ESMI/FEP-CSC treatment services are available and provided to youth and adults between sixteen (16) and thirty-five (35) years of age who are experiencing early symptoms of mental illness.

24.4. The Contractor shall ensure the ESMI/ FEP - CSC treatment program involves a team structure that is based on:

24.4.1. Principles of shared decision-making;

24.4.2. A focus of strengths and resiliency ;

24.4.3. Recognition of the need for motivational enhancement;

24.4.4. A psychoeducational approach;

24.4.5. Cognitive behavioral therapy methods;

24.4.6. Development of coping skills; and

24.4.7. Integration of natural and peer supports.

24.5. The Contractor shall provide ESMI/FEP – CSC treatment services utilizing a discrete team approach ensuring team member provide ESMI/FEP-specific services and other services identified on individual treatment plans. The Contractor shall ensure services include, but are not limited to:

24.5.1. A specialized ESMI/FEP intake prior to entry to the program.

24.5.2. Specialized psychiatric support that includes, but is not limited to:

24.5.2.1. Providing education on the importance of managing symptoms with medications.

24.5.2.2. Providing assistance with securing the best, lowest dosage medications.

24.5.2.3. Ensuring referrals to specialized psychiatric services to an agency prepared to provide telehealth psychiatric services, through a subcontract payment modality, in

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- instances that an individual is as needed external psychiatric support.
- 24.5.3. Providing medication management services as clinically indicated.
 - 24.5.4. Providing specialized youth and adult peer supports and services.
 - 24.5.5. Facilitating weekly individual and family psychotherapy that is informative and provides skills to families to support the individual's treatment and recovery.
 - 24.5.6. Providing family psychoeducation.
 - 24.5.7. Providing access to telemedicine options for services that cannot be provided by the Contractor, but are available through a regional CMHC that is able to provide services through a telemedicine model.
 - 24.5.8. Providing supported education and/or supported employment services.
- 24.6. The Contractor shall participate in quarterly meetings with the Department to report on program implementation, enrollment, and updates and ensure ongoing the ESMI/FEP-CSC model is reflected in treatment.
- 24.7. The Contractor shall provide community outreach to ensure knowledge of the program is widespread and available to those in need. The Contractor shall ensure:
- 24.7.1. Outreach efforts include local community hospitals, housing programs, and schools; and
 - 24.7.2. Outreach contacts are reported on a quarterly basis.
- 24.8. The Contractor shall utilize the CANS/ANSA, or other Department-approved evidence based tool, to measure strengths and needs of the individual at program entry and to track the recovery process thereafter.
- 24.9. The Contractor may be reimbursed for costs associated with standing up ESMI/FEP-CSC treatment program services, which may include, but are not limited to:
- 24.9.1. Activities conducted specifically for development and implementation of ESMI/FEP-CSC.
 - 24.9.2. ESMI/FEP-CSC services provided that are not covered by public or private insurance.
 - 24.9.3. Other client services defined as services that remove or reduce barriers for the client to access the ESMI/FEP services.
 - 24.9.4. Program-building efforts.
 - 24.9.5. Other activities, as approved by the Department.

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- 24.10. The Contractor shall submit monthly and quarterly reports to the Department in a Department-approved format and frequency, which include but are not limited to:
- 24.10.1. Monthly enrollment, service utilization, and outcomes reports, which are due on the 15th of the month following the month in which services were provided.
 - 24.10.2. Quarterly Team Leader Reports that are due on the 15th of the month following the close of each quarter, which include but are not limited to:
 - 24.10.2.1. Quarterly staffing summary.
 - 24.10.2.2. Quarterly meeting summary.
 - 24.10.2.3. Referral and enrollment efforts.
 - 24.10.2.4. Community outreach efforts inclusive of outreach descriptions, occurrences, and agencies contacted.
- 24.11. The Contractor shall submit a ESMI/FEP – CSC treatment program Sustainability Plan no later than June 30, 2022 following full implementation of services for Department review and approval.
- 24.12. The Contractor shall submit invoices for services in a format provided by the BMHS Financial Management Unit, which are processed for payment upon verification of timely reporting.

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Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 4.77% Projects for Assistance in Transition from Homelessness (PATH), as awarded on 9/17/2020, by the U.S. Department of Health and Human Services, CFDA 93.150, FAIN X06SM083717-01.
 - 1.2. 3.87% Mental Health Block Grant, as awarded on 2/3/2021 and 3/11/2021, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA# 93.958, FAIN B09SM083816 and FAIN B09SM083987
 - 1.3. 90.49% General funds.
 - 1.4. 0.87% Other funds. Behavioral Health Services Information System (BHSIS), U.S. Department of Health and Human Services
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation specified in Form P-37, General Provisions, Block 1.8 for the services provided by the Contractor pursuant to Exhibit A, Amendment #2 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #2 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget, a Department-provided template, within twenty (20) business days from the effective date of the contract, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.
8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of

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Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the table below define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units
38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770
Emergency Services	\$ 132,590	\$ 132,590	\$ 132,590	\$ 132,590	\$ 132,590
Crisis Service Transformation Including mobile Crisis (effective SFY 22)					\$ 860,598
Assertive Community Treatment Team (ACT) - Adults	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
ACT Enhancement Payments		\$ 25,000	-	-	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)		\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
PATH Provider (BHS Funding)	\$ 37,000	\$ 37,000	\$ 33,300	\$ 33,300	\$ 33,300
Housing Bridge Start Up Funding	-	\$ 25,000	-	-	-
General Training Funding	-	\$ 10,000	-	-	\$ 5,000
System Upgrade Funding	-	\$ 30,000	-	-	\$ 15,000
VR Work Incentives	-	-	-	-	\$ 80,000
System of Care 2.0	-	-	-	-	\$ 5,300
First Episode Psychosis Training & Services	-	-	-	-	\$ 111,000
Total	\$ 401,360	\$ 495,360	\$ 402,660	\$ 402,660	\$ 1,497,058

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- 9.2. Payment for each contracted service in the table above shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.
- 9.2.1. The Contractor shall provide invoices on Department supplied forms.
- 9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.
- 9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.
- 9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.
- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:
- Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301
- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of **\$73.75** per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlines in Exhibit A, Amendment #2 Scope of Services, Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients defined in Exhibit A, Amendment #2 Scope of Services, Provision of Crisis Services. Effective July 1, 2021, the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:
- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services received, the Contractor will directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services they receive, and for operational costs contained in Exhibit B, Amendment #2 Method and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor will directly bill Department to access contract funds provided through this Agreement.

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9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:

9.7.4.2. First and last name of client.

9.7.4.3. Date of birth.

9.7.4.4. Medicaid ID Number.

9.7.4.5. Date of Service identifying date, units, and any possible third party reimbursement received.

9.7.5. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in Exhibits B, Amendment #2 Appendix 2 Budget.

9.7.5.1. The Contractor shall provide a Mobile Crisis Budget, within twenty (20) business days from the effective date of the contract, on a Department-provided template for Department approval.

9.7.5.2. Law enforcement is not an authorized expense.

9.8. Crisis Services Transformation Including Mobile Crisis: Funding is subject to the transformation of crisis services as evidenced by achieving milestones identified in the transition plan in Exhibit A, Amendment #3 Scope of Services and subject to the terms as outlined above.

9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by Department based on the start-up amount of **\$69,885**; the total of all such payments shall not exceed the specified start-up amount total and shall not exceed the total expenses actually incurred by the Contractor for the start-up period. All Department payments to the Contractor for the start-up period shall be made on a cost reimbursement basis.

Startup Cost	Total Cost
Recruitment Startup	\$50,000
IT Consultation & Equipment, Supplies	\$12,960
Indirect Cost Limit at 12%	\$6,925

9.10. Assertive Community Treatment Team (ACT) Adults: The contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Amendment #2 Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$225,000
ACT Enhancements	Agencies may choose one of the following for a total of 5 (five) one time payments of \$5,000.00. Each item may only be reported on one time for payment.	\$25,000 in SFY 2019, \$12,500 per SFY for 2022

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	<p>1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 or 20 Fidelity Review.</p> <p>2. Agency receives a 4 or higher score on their SFY 19 or 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services.</p> <p>ACT Incentives can be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 can be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.</p> <p>Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.</p>	
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9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #2 Scope of Services.

9.12. MATCH: Funds to be used for items outlined in Exhibit A, Amendment #2 Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION OR RE-CERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

9.13. PATH Funding: Subject to change based on performance standards, HMIS compliance, SAMHSA requirements, and PATH grant requirements as outlined in Exhibit A, Amendment #2 Scope of Services PATH Services.

9.14. Housing Support Services including Bridge: The Contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #2 Scope of Services, in SFY 219.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A	One time payment	\$10,000

9.15. First Episode Psychosis Training and Services: The Contractor shall be paid based on an activity and general payment as outlined below. Funds support training, programming and

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staffing defined in Exhibit A, Amendment #2 Scope of Services, Early Serious Mental Illness/First Episode Psychosis (ESMI/FEP) Coordinated Specialty Care. Invoices will only be processed upon receipt of outlined data reports and invoice shall reference contract budget line items. All trainings must receive advanced approval in writing by the Department.

ESMI/FEP Services Costs	TOTAL COST
Staff Training on EBP ESMI/FEP Coordinated Specialty Care	\$51,000
Invoiced based payments for unbillable services delivered by the ESMI/FEP team	\$60,000

- 9.16. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.17. System Upgrade Funding: One time funds available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Section 9. Invoice for funds should outline activity it has supported.
- 9.18. System of Care 2.0: Funds are available in SFY 2022 to support associated program expenses as outlined in the below budget table.

Clinical training for expansion of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC) program	\$5,000
Indirect Costs (not to exceed 6%)	\$300
Total	\$5,300

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

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Exhibit K, Amendment #2

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

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Exhibit K, Amendment #2
DHHS Information Security Requirements



7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

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3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

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access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

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- contractor systems that collect, transmit, or store Department confidential information where applicable.
4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
 5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
 6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
 7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
 8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
 9. Omitted.
 10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
 11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
 12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness.

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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title IIID; Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

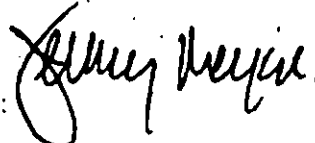
In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

05-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
2021	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177654-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-8001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-8001)

PO #1056776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177310-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,646,829	\$90,000	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,293,658	\$3,375,768	\$6,669,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,785	\$0	\$746,785
2019	102-500731	Contracts for program services	92204117	\$746,785	\$90,000	\$836,785
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$348,848	\$348,848
2021	102-500731	Contracts for program services	92204117	\$0	\$348,848	\$348,848
		Subtotal		\$701,582	\$787,696	\$1,489,278
Total CMH Program Support				\$12,021,930	\$12,819,304	\$24,841,234

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$24,000	\$0	\$24,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$41,182	\$41,182
2021	102-500731	Contracts for program services	92224120	\$0	\$41,182	\$41,182
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-R002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-95-92-821010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Riverview Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$11,000	\$264,000	\$1,017,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
			Subtotal	\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174080-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177778-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$48,020	\$48,020	\$92,040

05-85-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverview Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$76,500	\$76,468	\$148,968

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
			Subtotal	\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
2021	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
			Subtotal	\$80,600	\$87,802	\$168,402

The Mental Health Center of Greater Manchester (Vendor Code 177164-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
			Subtotal	\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$416,342	\$471,258	\$887,599

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481610-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
		Subtotal		\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,939,912

\$14,754,904

\$27,704,816



Jeffrey A. Meyers
Commissioner

Kelja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-4431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

June 9, 2017

G&C Approved

Date

6/21/17

Mem #

Kate O'Brien #A

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,555	\$ 332,555	\$ 667,110
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,220,850	\$1,220,850	\$ 2,441,700
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IIIID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, .14% Other Funds from Behavioral Health Services Information System, and 84.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted


Katja S. Fox
Director

Approved by:


Jeffrey A. Meyers
Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

**05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other**

**CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222**

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653
		Sub Total		763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,183,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,367,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION
100% Federal Funds

CFDA # N/A
FAIN N/A

Northern Human Services Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc. Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA # N/A
FAIN N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174118**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA # 93.150
FAIN SM016030-14

Riverbend Community Mental Health, Inc.**Vendor # 177192**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services**Vendor # 177510**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at**Vendor # 154112**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA #

93.959

FAIN

T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA #

93.043

FAIN

17AANH3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412

**State of New Hampshire
Department of Health and Human Services
Amendment #5**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Community Council of Nashua, N.H. d/b/a Greater Nashua Mental Health Center at Community Council ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A) as amended on September 13, 2017, (Item #15), and December 19, 2018, (Item #18), and June 19, 2019, (Item #29), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #4, Scope of Services, by deleting all text in Section 17, Supported Housing, and replacing it to read:

17. Reserved

DS
CW

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/22/2021

Date

DocuSigned by:

Katja S. Fox

500005804C83442

Name: Katja S. Fox

Title: Director

The Community Council of Nashua, N.H.
d/b/a Greater Nashua Mental Health Center
at Community Council

12/21/2021

Date

DocuSigned by:

Cynthia L Whitaker

5043334C5288421

Name: Cynthia L Whitaker

Title: president and CEO

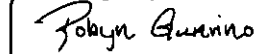
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/22/2021

Date

DocuSigned by:



Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

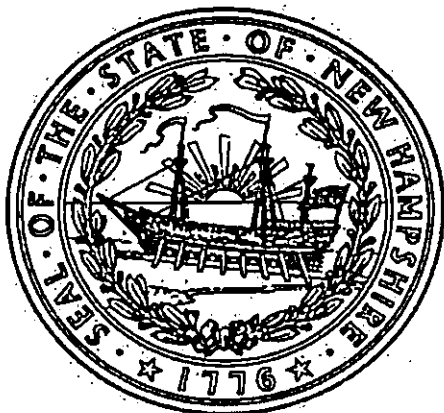
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that THE COMMUNITY COUNCIL OF NASHUA, N.H. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on December 24, 1923. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned; and the attached is a true copy of the list of documents on file in this office.

Business ID: 63050

Certificate Number: 0005369257



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of May A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Pamela A. Burns, Board Chair, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Community Council of Nashua, NH d/b/a Greater Nashua Mental Health
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 21, 2021, at which a quorum of the Directors/shareholders were present and voting.
(Date)

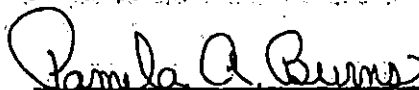
VOTED: That Cynthia L. Whitaker, PsyD, MLADC, President & Chief Executive Officer (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Community Council of Nashua, NH d/b/a Greater Nashua Mental Health to enter into
contracts or agreements with the State (Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority remains valid for thirty (30) days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 12/21/2021



Signature of Elected Officer

Name: Pamela A. Burns

Title: Board Chair

Greater Nashua Mental Health



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/7/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Eaton & Berube Insurance Agency, LLC
11 Concord Street
Nashua NH 03064

CONTACT NAME: Kimberly H. Gutekunst, CIC

PHONE (A/C, No, Ext): 603-882-2766

FAX (A/C, No):

E-MAIL ADDRESS: kgx@eatonberube.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Scottsdale Insurance Co

INSURER B: The Lawson Group

INSURER C: Concord General Mutual

20672

INSURER D: General Star Indemnity Co

INSURER E:

INSURER F:

INSURED
The Community Council of Nashua NH, Inc
100 West Pearl Street
Nashua NH 03060

COMC03

COVERAGES

CERTIFICATE NUMBER: 637945909

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD Y/YR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		OPS0070187	11/12/2021	11/12/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		20038992	11/12/2021	11/12/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		UMS0028366	11/12/2021	11/12/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	HCHS20210000446	1/15/2021	1/15/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability Claims Made Retro Date: 11/12/1986		IMA380966	11/12/2021	11/12/2022	Each Claim Aggregate \$5,000,000 \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers Compensation coverage: NH; no excluded officers.

NH DHHS is listed as additional insured per written contract

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire
Department of Health and Human Services
129 Pleasant Street
Concord NH 03301-3857

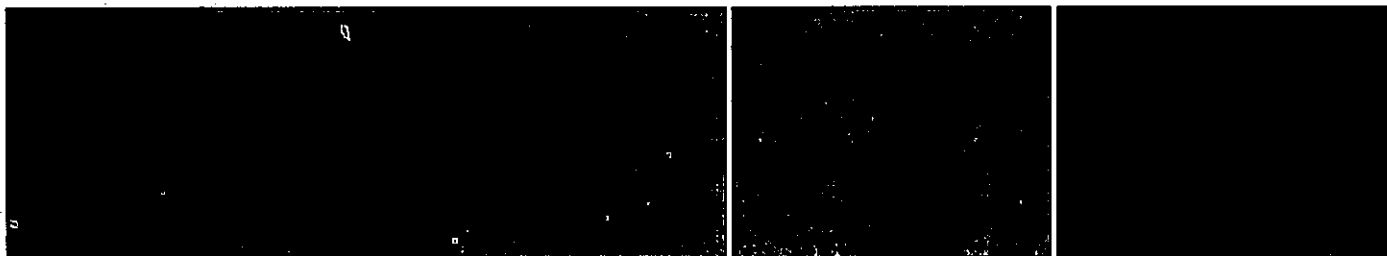
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Mission Statement of Greater Nashua Mental Health

Empowering people to lead full and satisfying lives through effective treatment and support.

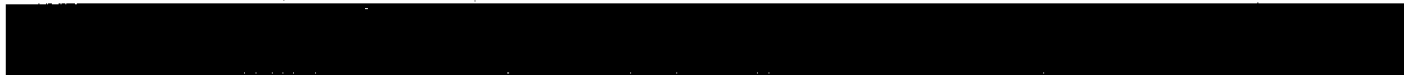


FINANCIAL STATEMENTS

June 30, 2020

(With Comparative Totals for June 30, 2019)

With Independent Auditor's Report





INDEPENDENT AUDITOR'S REPORT

Board of Directors
The Community Council of Nashua, NH, Inc.
d/b/a Greater Nashua Mental Health

We have audited the accompanying financial statements of The Community Council of Nashua, NH, Inc. d/b/a Greater Nashua Mental Health (the Organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities and changes in net assets, functional revenues and expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

The Community Council of Nashua, NH, Inc.
d/b/a Greater Nashua Mental Health
Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with U.S. generally accepted accounting principles.

Report on Summarized Comparative Information

We have previously audited the Organization's 2019 financial statements and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 23, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matter

Change in Accounting Principle

As discussed in Note 1 to the financial statements, the Organization adopted Financial Accounting Standards Board Accounting Standard Update No. 2018-08, *Clarifying the Scope of the Accounting Guidance for Contributions Received and Contributions Made*, during the year ended June 30, 2020. Our opinion is not modified with respect to this matter.

Berry Dunn McNeil & Parker, LLC

Manchester, New Hampshire
October 28, 2020

**THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH**

Statement of Financial Position

**June 30, 2020
(With Comparative Totals for June 30, 2019)**

	<u>2020</u>	<u>2019</u>
ASSETS		
Cash and cash equivalents	\$ 6,340,977	\$ 2,450,691
Accounts receivable, net of allowance for doubtful accounts and contractuals of \$376,294 in 2020 and \$868,900 in 2019	2,553,814	1,327,181
Investments	1,817,365	1,853,735
Prepaid expenses	136,015	215,098
Property and equipment, net	<u>2,926,418</u>	<u>3,051,239</u>
Total assets	<u>\$13,774,589</u>	<u>\$ 8,897,944</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable and accrued expenses	\$ 162,440	\$ 575,082
Accrued payroll and related activities	1,340,406	914,303
Estimated third-party liability	18,681	-
Accrued vacation	460,543	372,238
Deferred revenue	4,952	8,930
Notes payable, net of unamortized deferred issuance costs	<u>3,436,488</u>	<u>1,460,491</u>
Total liabilities	<u>5,423,510</u>	<u>3,331,044</u>
Net assets		
Without donor restrictions		
Undesignated	5,988,607	3,195,674
Board designated	<u>2,086,877</u>	<u>2,096,407</u>
Total without donor restrictions	8,075,484	5,292,081
With donor restrictions	<u>275,595</u>	<u>274,819</u>
Total net assets	<u>8,351,079</u>	<u>5,566,900</u>
Total liabilities and net assets	<u>\$13,774,589</u>	<u>\$ 8,897,944</u>

The accompanying notes are an integral part of these financial statements.

**THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH**

Statement of Activities and Changes in Net Assets

**Year Ended June 30, 2020
(With Comparative Totals for Year Ended June 30, 2019)**

	2020			Total 2019
	Without Donor Restrictions	With Donor Restrictions	Total	
Revenues and support				
Program service fees, net	\$ 14,376,614	\$ -	\$ 14,376,614	\$ 12,100,018
New Hampshire Bureau of Behavioral Health	2,766,795	-	2,766,795	2,708,454
Federal grants	1,600,936	-	1,600,936	305,915
Rental income	6,206	-	6,206	8,886
Contributions and support	129,139	-	129,139	153,665
Other	770,571	-	770,571	462,233
Net assets released from restrictions	3,962	(3,962)	-	-
Total revenues and support	19,654,223	(3,962)	19,650,261	15,739,171
Expenses				
Program services				
Children's and adolescents' services	1,840,661	-	1,840,661	1,880,533
Adult services	4,736,607	-	4,736,607	3,952,548
Elderly services	471,292	-	471,292	513,666
Deaf services	360,585	-	360,585	391,655
Substance abuse disorders	725,636	-	725,636	610,322
Medical services	1,530,051	-	1,530,051	1,572,645
Other programs	1,942,359	-	1,942,359	1,648,908
Total program services	11,607,191	-	11,607,191	10,570,277
General and administrative	5,252,649	-	5,252,649	4,370,159
Development	37,602	-	37,602	40,834
Total expenses	16,897,442	-	16,897,442	14,981,270
Income from operations	2,756,781	(3,962)	2,752,819	757,901
Other income				
Investment return, annual appropriation	41,055	3,962	45,017	40,000
Investment return, net of fees and annual appropriation	(12,158)	1,074	(11,084)	(9,341)
Realized and unrealized (losses) gains on investments	(2,275)	(298)	(2,573)	77,271
Total other income	26,622	4,738	31,360	107,930
Excess of revenues and support and other income over expenses and change in net assets	2,783,403	776	2,784,179	865,831
Net assets, beginning of year	5,292,081	274,819	5,566,900	4,701,069
Net assets, end of year	\$ 8,075,484	\$ 275,595	\$ 8,351,079	\$ 5,566,900

The accompanying notes are an integral part of these financial statements.

THE COMMUNITY COUNCIL OF NASHUA, NH, INC. D/B/A GREATER NASHUA MENTAL HEALTH

Statement of Functional Revenues and Expenses

Year Ended June 30, 2020

	Children's and Adolescents' Services	Adult Services	Elderly Services	Deaf Services	Substance Abuse Disorders	Medical Services	Other Programs	Total Programs	General and Administrative	Development	Total Organization
Revenues and support and other income											
Program service fees, net	\$ 3,545,208	\$ 7,476,020	\$ 1,023,265	\$ 334,929	\$ 267,886	\$ 982,255	\$ 705,634	\$ 14,335,197	\$ 41,417	\$ -	\$ 14,376,614
New Hampshire Bureau of Behavioral Health	147,498	704,768	-	306,344	21,960	-	720,805	1,901,373	865,422	-	2,768,795
Federal grant	-	672,155	-	-	63,195	-	863,566	1,600,936	-	-	1,600,936
Rental income	-	-	-	-	-	-	-	-	6,206	-	6,206
Contributions and support	-	-	-	-	-	-	-	-	-	129,139	129,139
Other	<u>3,294</u>	<u>51,892</u>	<u>10,238</u>	<u>-</u>	<u>467,721</u>	<u>18,884</u>	<u>824</u>	<u>552,653</u>	<u>249,278</u>	<u>-</u>	<u>801,931</u>
Total revenues and support and other income	<u>\$ 3,696,000</u>	<u>\$ 8,904,833</u>	<u>\$ 1,033,503</u>	<u>\$ 641,273</u>	<u>\$ 920,762</u>	<u>\$ 1,001,139</u>	<u>\$ 2,292,649</u>	<u>\$ 18,390,159</u>	<u>\$ 1,182,323</u>	<u>\$ 129,139</u>	<u>\$ 19,681,821</u>

The accompanying notes are an integral part of these financial statements.

THE COMMUNITY COUNCIL OF NASHUA, NH, INC. D/B/A GREATER NASHUA MENTAL HEALTH

Statement of Functional Revenues and Expenses (Concluded)

Year Ended June 30, 2020

	Children's and Adolescents' Services	Adult Services	Elderly Services	Deaf Services	Substance Abuse Disorders	Medical Services	Other Programs	Total Programs	General and Administrative	Development	Total Organization
Total revenues and support and other income	\$ 3,696,000	\$ 8,904,833	\$ 1,033,503	\$ 641,273	\$ 820,782	\$ 1,001,139	\$ 2,292,649	\$ 16,390,159	\$ 1,162,323	\$ 129,139	\$ 19,881,821
Expenses											
Salaries and wages	1,350,806	3,072,873	355,953	240,404	535,382	1,080,542	1,269,818	7,905,578	2,878,346	16,360	10,800,284
Employee benefits	285,731	557,802	47,890	48,416	62,128	129,493	226,045	1,336,963	390,632	3,133	1,730,728
Payroll taxes	100,430	231,316	27,103	17,549	40,055	75,771	88,783	581,027	205,986	1,247	788,260
Substitute staff	-	-	-	-	-	-	-	-	8,280	-	8,280
Accounting and administrative fees	-	-	-	-	-	-	130	130	111,310	25	111,465
Legal fees	175	8,526	3,740	-	-	-	1,205	13,646	15,221	-	28,867
Other professional fees	8,303	3,243	1,893	13,921	423	222,558	47,871	298,213	126,429	7,050	431,892
Journals and publications	-	-	-	-	-	-	-	-	988	-	988
Conferences	-	-	-	75	5,508	-	2,328	7,911	3,336	-	11,247
Other staff development	409	1,866	-	255	480	-	15,794	18,604	4,736	-	23,340
Mortgage interest	-	-	-	-	-	-	-	-	77,455	-	77,455
Heating costs	-	-	-	-	-	-	-	-	19,643	-	19,643
Other utilities	-	-	-	-	-	-	-	-	97,001	-	97,001
Maintenance and repairs	-	-	-	-	-	-	-	-	198,090	-	198,090
Other occupancy costs	-	-	-	-	-	-	-	-	97,378	-	97,378
Office	6,179	9,589	191	3,298	10,787	7,998	64,344	102,344	376,344	3,552	482,240
Building and household	72	-	-	-	-	31	57	160	40,795	-	40,955
Food	110	997	-	-	174	-	333	1,614	3,132	593	5,339
Advertising	-	-	-	75	-	-	1,061	1,136	4,337	353	5,826
Printing	853	2,874	216	-	221	193	883	5,340	4,575	2,132	12,047
Communication	8,126	34,160	4,658	3,388	2,528	583	9,170	62,513	166,613	-	229,126
Postage	128	239	-	-	36	-	65	468	11,545	-	12,013
Staff	36,320	117,859	15,932	22,951	4,305	48	14,885	212,300	10,393	64	222,757
Client services	25,639	626,407	405	148	3,404	-	3,530	659,533	1,000	-	660,533
Malpractice insurance	-	1,125	-	-	-	-	-	1,125	163,369	-	164,494
Vehicle insurance	-	-	-	-	-	-	-	-	2,258	-	2,258
Property and liability insurance	-	375	-	-	-	-	-	375	66,852	-	67,227
Other interest	-	-	-	-	-	-	-	-	4,832	-	4,832
Depreciation	36,756	62,084	13,791	10,105	26,214	12,835	44,894	208,679	62,169	3,043	271,891
Equipment rental	-	-	-	-	-	-	-	-	51,210	-	51,210
Equipment maintenance	-	-	-	-	-	-	-	-	4,786	-	4,786
Membership dues	504	-	-	-	-	-	3,653	4,157	37,358	50	41,565
Other	-	5,672	-	-	33,993	-	147,710	187,375	6,250	-	193,625
Total expenses before allocation	1,840,661	4,736,607	471,292	360,585	725,636	1,530,051	1,942,359	11,607,191	5,252,649	37,602	16,897,442
General and administrative allocation	1,074,411	2,516,756	316,842	148,976	294,272	(528,912)	258,876	4,089,221	(4,089,851)	630	-
Total expenses	2,915,072	7,253,363	788,134	509,561	1,019,908	1,001,139	2,211,235	15,696,412	1,162,798	38,232	16,897,442
Change in net assets	\$ 780,928	\$ 1,651,470	\$ 245,369	\$ 131,712	\$ (199,146)	\$ -	\$ 81,414	\$ 2,693,747	\$ (475)	\$ 90,907	\$ 2,784,178

The accompanying notes are an integral part of these financial statements.

**THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH**

Statement of Cash Flows

**Year Ended June 30, 2020
(With Comparative Totals for Year Ended June 30, 2019)**

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities		
Change in net assets	\$ 2,784,179	\$ 865,831
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation and amortization	272,738	265,718
Net realized and unrealized (losses) gains on investments	2,573	(77,271)
Provision for bad debt	804,899	1,763,837
Changes in operating assets and liabilities		
Accounts receivable	(2,031,535)	(1,261,563)
Prepaid expenses	79,083	(37,899)
Accounts payable and accrued expenses	(370,079)	407,847
Accrued payroll and related expenses and vacation	514,408	592,249
Estimated third-party liability	18,681	(950,075)
Deferred revenue	(3,978)	8,930
Net cash provided by operating activities	<u>2,070,969</u>	<u>1,577,604</u>
Cash flows from investing activities		
Purchases of investments	(1,037,608)	(561,223)
Proceeds from the sale of investments	1,071,406	547,987
Purchase of property and equipment	(189,631)	(486,724)
Net cash used by investing activities	<u>(155,833)</u>	<u>(499,960)</u>
Cash flows from financing activities		
Principal payments on notes payable	(77,134)	(91,087)
Borrowings under the Paycheck Protection Program (PPP)	2,052,284	-
Net cash provided (used) by financing activities	<u>1,975,150</u>	<u>(91,087)</u>
Net increase in cash and cash equivalents	3,890,286	986,557
Cash and cash equivalents, beginning of year	<u>2,450,691</u>	<u>1,464,134</u>
Cash and cash equivalents, end of year	<u>\$ 6,340,977</u>	<u>\$ 2,450,691</u>
Supplemental disclosures of noncash flow activities		
Acquisition of property and equipment included in accounts payable and accrued expenses	\$ -	\$ 42,563

The accompanying notes are an integral part of these financial statements.

THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH

Notes to Financial Statements

June 30, 2020
(With Comparative Totals for June 30, 2019)

Organization

The Community Council of Nashua, NH, Inc. d/b/a Greater Nashua Mental Health (the Organization) is a comprehensive community health center located in Nashua, New Hampshire. The Organization's mission is to work with the community to meet the mental health needs of its residents by offering evaluation, treatment, resource development, education and research. The Organization is dedicated to clinical excellence and advocacy with its Child and Adolescent, Adult Outpatient Services, Elderly Services, Deaf Services, Substance Abuse, Medical Services, and other programs.

1. Summary of Significant Accounting Policies

Recently Adopted Accounting Pronouncement

In July 2018, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, to clarify and improve the accounting guidance for contributions received and contributions made. The amendments in this ASU assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of FASB Accounting Standards Codification (ASC) Topic 958, *Not-for-Profit Entities*, or as exchange (reciprocal) transactions subject to other accounting guidance, and (2) distinguishing between conditional contributions and unconditional contributions. This ASU was adopted by the Organization during the year ended June 30, 2020 and is reflected in the accompanying financial statements. Adoption of the ASU did not have a material impact on the Organization's financial reporting.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles (U.S. GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Basis of Presentation

The financial statements of the Organization have been prepared in accordance with U.S. GAAP, which require the Organization to report information regarding to its financial position and activities according to the following net asset classification:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
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Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity. Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities and changes in net assets.

All contributions are considered to be available for operational use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as donor restricted support that increases that net asset class. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, donor restricted net assets are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions. The Organization records donor restricted contributions whose restrictions are met in the same reporting period as support without donor restrictions in the year of the gift.

The Organization reports contributions of land, buildings or equipment as support without donor restrictions, unless a donor places explicit restriction on their use. Contributions of cash or other assets that must be used to acquire long-lived assets are reported as donor restricted support and reclassified to net assets without donor restrictions when the assets are acquired and placed in service.

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such information should be read in conjunction with the Organization's June 30, 2019 financial statements, from which the summarized information was derived.

Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments with an original maturity of three months or less, excluding investments.

The Organization has cash deposits in major financial institutions which may exceed federal depository insurance limits. The Organization has not experienced any losses in such accounts. Management believes it is not exposed to any significant risk with respect to these accounts.

THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
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June 30, 2020

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Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances reduced by an allowance for uncollectible accounts. In evaluating the collectability of accounts receivable, the Organization monitors the amount of actual cash collected during each month against the Organization's outstanding patient accounts receivable balances, as well as the aging of balances. The Organization analyzes its past history and identifies trends for each of its major payer sources of revenue to estimate the appropriate allowance for uncollectible accounts and provision for bad debts. Management, as well as the Finance Committee of the Organization, regularly reviews the aging and collection rate of major payer sources. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the trade accounts receivable.

Investments

Investments in marketable securities and debt instruments with readily determined market values are carried at fair value. Fair values are based on quoted market prices, if available, or estimated using quoted market prices for similar securities.

Dividends, interest, and net realized and unrealized gains (losses) arising from investments are reported as follows:

- Increases (decreases) in net assets with donor restrictions if the terms of the gift require that they be maintained with the corpus of a donor restricted endowment fund;
- Increases (decreases) in net assets with donor restrictions if the terms of the gift or state law imposes restrictions on the use of the allocated investment income (loss); and
- Increases (decreases) in net assets without donor restrictions in all other cases.

Property and Equipment

Property and equipment are carried at cost, if purchased, or at estimated fair value at date of donation in the case of gifts, less accumulated depreciation. The Organization's policy is to capitalize assets greater than \$5,000, while minor maintenance and repairs are charged to expense as incurred. Depreciation is recorded using the straight-line method over the following estimated lives as follows:

Furniture and equipment	3-10 years
Buildings and improvements	15-50 years
Computer equipment and software	3-10 years
Vehicles	5 years

Functional Allocation of Expenses

The costs of providing various programs and other activities have been summarized on a functional basis in the statements of functional revenues and expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses are allocated based on client service revenue related to services by department.

**THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH**

Notes to Financial Statements

**June 30, 2020
(With Comparative Totals for June 30, 2019)**

Estimated Third-Party Liability

The Organization's estimated third-party liability consists of estimated amounts due to Medicaid under capitation contract agreements. During 2020, minimum threshold levels were waived by the Managed Care Organizations (MCO's) and therefore, management has not recognized a potential repayment for services provided during 2020.

During 2020, management was notified by the MCO's that the Organization did not meet the minimum threshold levels for services provided in 2019 and as a result owe the MCO's a total of \$18,681.

Income Taxes

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. There was no unrelated business income tax incurred by the Organization for the years ended June 30, 2020 and 2019. Management has evaluated the Organization's tax positions and concluded the Organization has maintained its tax-exempt status, does not have any significant unrelated business income and has taken no uncertain tax positions that require adjustment to, or disclosure within, the accompanying financial statements.

Subsequent Events

For purposes of the preparation of these financial statements in conformity with U.S. GAAP, management has considered transactions or events occurring through October 28, 2020, which is the date that the financial statements were available to be issued.

2. Availability and Liquidity of Financial Assets

The Organization regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to optimize its available funds. The Organization has various sources of liquidity at its disposal, including cash and cash equivalents, investments and a line of credit.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organization considers all expenditures related to its ongoing operating activities as well as the conduct of services undertaken to support those operating activities.

In addition to financial assets available to meet general expenditures over the next 12 months, the Organization operates with a balanced budget and anticipates collecting sufficient revenue to cover expenditures not covered by donor-restricted resources or, where appropriate, borrowings. Refer to the statements of cash flows, which identifies the sources and uses of the Organization's cash and cash equivalents.

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The following financial assets are expected to be available within one year of the statement of financial position date to meet general expenditures as of June 30:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents available for operations	\$ 5,795,870	\$ 1,933,201
Accounts receivable, net	<u>2,553,814</u>	<u>1,327,181</u>
Financial assets available to meet general expenditures within one year	<u>\$ 8,349,684</u>	<u>\$ 3,260,382</u>

Cash and cash equivalents in the statement of financial position includes amounts that are part of the endowment and board-designated funds reserved for future capital expenditures, and thus are excluded from the above table.

The Organization's Board of Directors has designated a portion of its resources without donor-imposed restrictions to act as endowment funds. These funds are invested for long-term appreciation and current income but remain available and may be spent at the discretion of the Board of Directors.

The Organization has an available line of credit of \$1,000,000 which was fully available at June 30, 2020. See Note 8.

3. Program Service Fees and Concentrations of Credit Risk

Program service fees are charged at established rates and recognized as services are rendered. Discounts, allowances and other arrangements for services provided at other than established rates are recorded as an offset to program service fees. The State of New Hampshire has implemented payment reform in which certain patients covered under Medicaid were transitioned to coverage under a managed care system. Net revenues from managed care represented approximately 80% and 86% of the Organization's net program service fees for 2020 and 2019, respectively. Net revenues from the Medicaid program accounted for approximately 9% of the Organization's net program service fees for 2020 and 2019, respectively.

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An estimated breakdown of program service fees, net of the provision for bad debt, capitation adjustments and contractual allowances, from those major sources is as follows:

	<u>2020</u>	<u>2019</u>
Private pay	\$ 2,209,648	\$ 2,126,075
Medicaid	1,385,623	1,884,686
Medicare	1,907,288	1,084,336
Other payers	1,186,399	809,579
Managed care	<u>21,265,156</u>	<u>18,831,992</u>
	<u>27,954,114</u>	<u>24,736,668</u>
Less: Contractual adjustments	(5,048,686)	(4,306,382)
Capitation adjustments	(7,723,915)	(6,566,431)
Provision for bad debt	<u>(804,899)</u>	<u>(1,763,837)</u>
	<u>(13,577,500)</u>	<u>(12,636,650)</u>
Program service fees, net	\$ <u>14,376,614</u>	\$ <u>12,100,018</u>

The decrease in bad debt expense in 2020 as compared to 2019 is primarily due to improved collection efforts as a result of the Organization concentrating on reducing Lapsed Medicaid exposure.

The Organization grants credit without collateral to its patients, most of whom are insured under third-party payer agreements. Following is a summary of gross accounts receivable by funding source as of June 30:

	<u>2020</u>	<u>2019</u>
Government grants	58 %	30 %
Private pay	10	24
Medicaid	11	21
Medicare	8	4
Other	6	7
Managed care	<u>7</u>	<u>14</u>
	<u>100 %</u>	<u>100 %</u>

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**June 30, 2020
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4. Investments

Investments, which are reported at fair value, consist of the following at June 30:

	<u>2020</u>	<u>2019</u>
Common stocks	\$ 744,873	\$ 738,894
Equity mutual funds	215,908	258,423
U.S. Treasury bonds	503,538	487,623
Corporate bonds	244,045	255,204
Corporate bond mutual funds	<u>109,001</u>	<u>113,591</u>
	<u>\$ 1,817,365</u>	<u>\$ 1,853,735</u>

The Organization's investments are subject to various risks, such as interest rate, credit and overall market volatility, which may substantially impact the values of investments at any given time.

5. Fair Value of Financial Instruments

FASB ASC Topic 820, *Fair Value Measurement*, defines fair value as the exchange price that would be received to sell an asset or paid to transfer a liability (an exit price) in an orderly transaction between market participants and also establishes a fair value hierarchy which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value.

The fair value hierarchy within ASC Topic 820 distinguishes three levels of inputs that may be utilized when measuring fair value:

- Level 1: Quoted prices (unadjusted) for identical assets or liabilities in active markets that the entity has the ability to access as of the measurement date.
- Level 2: Significant observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities, quoted prices in markets that are not active, and other inputs that are observable or can be corroborated by observable market data.
- Level 3: Significant unobservable inputs that reflect an entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability.

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The following table sets forth by level, within the fair value hierarchy, the Organization's assets measured at fair value on a recurring basis as of June 30:

	<u>2020</u>		
	<u>Level 1</u>	<u>Level 2</u>	<u>Total</u>
Common stocks	\$ 744,873	\$ -	\$ 744,873
Equity mutual funds	215,908	-	215,908
U.S. Treasury bonds	503,538	-	503,538
Corporate bonds	-	244,045	244,045
Corporate bond mutual funds	<u>109,001</u>	<u>-</u>	<u>109,001</u>
	<u>\$ 1,573,320</u>	<u>\$ 244,045</u>	<u>\$ 1,817,365</u>
	<u>2019</u>		
	<u>Level 1</u>	<u>Level 2</u>	<u>Total</u>
Common stocks	\$ 738,894	\$ -	\$ 738,894
Equity mutual funds	258,423	-	258,423
U.S. Treasury bonds	487,623	-	487,623
Corporate bonds	-	255,204	255,204
Corporate bond mutual funds	<u>113,591</u>	<u>-</u>	<u>113,591</u>
	<u>\$ 1,598,531</u>	<u>\$ 255,204</u>	<u>\$ 1,853,735</u>

The fair value for Level 2 assets is primarily based on market prices of comparable or underlying securities, interest rates, and credit risk, using the market approach for the Organization's investments.

6. Property and Equipment

Property and equipment consists of the following:

	<u>2020</u>	<u>2019</u>
Land, buildings and improvements	\$ 5,659,096	\$ 5,539,240
Furniture and equipment	338,588	318,374
Computer equipment	285,083	278,083
Software	706,407	706,407
Vehicles	<u>33,191</u>	<u>33,191</u>
	7,022,365	6,875,295
Less accumulated depreciation	<u>(4,095,947)</u>	<u>(3,824,056)</u>
Property and equipment, net	<u>\$ 2,926,418</u>	<u>\$ 3,051,239</u>

THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
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7. Endowment

The Organization's endowment primarily consists of funds established for certain programs provided by the Organization. Its endowment includes both donor-restricted endowment funds and funds designated by the Board of Directors to function as endowments. As required by U.S. GAAP, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of Relevant Law

The Organization has interpreted the State of New Hampshire Uniform Prudent Management of Institutional Funds Act (the Act) as allowing the Organization to spend or accumulate the amount of an endowment fund that the Organization determines is prudent for the uses, benefits, purposes and duration for which the endowment fund is established, subject to the intent of the donor as expressed in the gift agreement. As a result of this interpretation, the Organization has included in net assets with perpetual donor restrictions (1) the original value of gifts donated to be maintained in perpetuity, (2) the original value of subsequent gifts to be maintained in perpetuity, and (3) the accumulation to the gifts to be maintained in perpetuity made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. If the donor-restricted endowment assets earn investment returns beyond the amount necessary to maintain the endowment assets' contributed value, that excess is included in net assets with donor restrictions until appropriated by the Board of Directors and, if applicable, expended in accordance with the donors' restrictions. The Organization has interpreted the Act to permit spending from funds with deficiencies in accordance with the prudent measures required under the Act. Funds designated by the Board of Directors to function as endowments are classified as net assets without donor restrictions.

In accordance with the Act, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the fund;
- (2) The purposes of the Organization and the donor-restricted endowment fund;
- (3) General economic conditions;
- (4) The possible effect of inflation and deflation;
- (5) The expected total return from income and the appreciation of investments;
- (6) Other resources of the Organization; and
- (7) The investment policies of the Organization.

Spending Policy

Effective for the year ended June 30, 2020, the Organization implemented a total return spending rate policy which limits the amount of investment income used to support current operations. The long-term target is to limit the use of the endowment to 4% of the moving average of the market value of the investments over the previous twelve quarters ending June 30 of the prior fiscal year. In 2019, the Board of Directors elected to forego the newly adopted spending policy until 2020. In 2020 and 2019, the Board of Directors approved an appropriation of \$45,017 and \$40,000, respectively, to support current operations.

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Return Objectives and Risk Parameters

The Organization has adopted investment policies, approved by the Board of Directors, for endowment assets that attempt to maintain the purchasing power of those endowment assets over the long term. Accordingly, the investment process seeks to achieve an after-cost total real rate of return, including investment income as well as capital appreciation, which exceeds the annual distribution with acceptable levels of risk. Endowment assets are invested in a well-diversified asset mix, which includes equity and debt securities, that is intended to result in a consistent inflation-protected rate of return that has sufficient liquidity to make an annual distribution of accumulated interest and dividend income to be reinvested or used as needed, while growing the funds if possible. Actual returns in any given year may vary from this amount. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and strategies are managed to reduce the exposure of the fund to unacceptable levels of risk.

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or the Act requires the Organization to retain as a fund of perpetual duration. Deficiencies result from unfavorable market fluctuations that occurred shortly after the investment of new contributions with donor-imposed restrictions to be maintained in perpetuity and continued appropriation for certain programs that was deemed prudent by the Board of Directors. The Organization has a policy that permits spending from underwater endowment funds, unless specifically prohibited by the donor or relevant laws and regulations. Any deficiencies are reported in net assets with donor-imposed restrictions. There were no deficiencies of this nature as of June 30, 2020 and 2019.

Endowment Composition and Changes in Endowment

The endowment net asset composition by type of fund as of June 30, 2020 was as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
Donor-restricted endowment funds	\$ -	\$ 275,595	\$ 275,595
Board-designated endowment funds	<u>1,586,877</u>	<u>-</u>	<u>1,586,877</u>
	<u>\$ 1,586,877</u>	<u>\$ 275,595</u>	<u>\$ 1,862,472</u>

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The changes in endowment net assets for the year ended June 30, 2020 were as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
Endowment net assets, June 30, 2019	\$ 1,596,406	\$ 274,819	\$ 1,871,225
Investment return	26,622	4,738	31,360
Amount appropriated for expenditure	(41,055)	(3,962)	(45,017)
Appropriated funds not drawn from investments	<u>4,904</u>	<u>-</u>	<u>4,904</u>
Endowment net assets, June 30, 2020	<u>\$ 1,586,877</u>	<u>\$ 275,595</u>	<u>\$ 1,862,472</u>

The endowment net asset composition by type of fund as of June 30, 2019 was as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
Donor-restricted endowment funds	\$ -	\$ 274,819	\$ 274,819
Board-designated endowment funds	<u>1,596,406</u>	<u>-</u>	<u>1,596,406</u>
	<u>\$ 1,596,406</u>	<u>\$ 274,819</u>	<u>\$ 1,871,225</u>

The changes in endowment net assets for the year ended June 30, 2019 were as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
Endowment net assets, June 30, 2018	\$ 1,544,023	\$ 259,272	\$ 1,803,295
Investment return	92,383	15,547	107,930
Amount appropriated for expenditure	<u>(40,000)</u>	<u>-</u>	<u>(40,000)</u>
Endowment net assets, June 30, 2019	<u>\$ 1,596,406</u>	<u>\$ 274,819</u>	<u>\$ 1,871,225</u>

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8. Debt Obligations

Line of Credit

The Organization maintains a \$1,000,000 revolving line of credit with TD Bank, collateralized by a mortgage on real property and substantially all business assets, carrying a variable interest rate of TD base rate plus 0.00%. Interest is payable monthly. The line of credit had no outstanding balance at June 30, 2020 or 2019. The line of credit agreement has a maturity date of February 28, 2021.

Notes Payable

The Organization had the following notes payable:

	<u>2020</u>	<u>2019</u>
Note payable to TD Bank. Under the terms of the note payable, monthly principal and interest payments of \$8,114 are due through February 2024, at which time a balloon payment for the remaining principal is due. Interest rate is fixed at 5.33%; collateralized by mortgaged property. Subsequent to year end, the Board of Directors approved repayment in full on the remaining balance on the note payable to TD Bank.	\$ 783,536	\$ 836,858
Note payable to TD Bank. Under the terms of the note payable, monthly principal and interest payments of \$4,768 are due through February 2024, at which time a balloon payment for the remaining principal is due. Interest rate is fixed at 5.35%; collateralized by mortgaged property. The note is a participating loan with New Hampshire Health and Education Facilities Authority. Subsequent to year end, the Board of Directors approved repayment in full on the remaining balance on the note payable to TD Bank.	601,005	624,817
PPP loan to TD Bank borrowed in April 2020 obtained under a provision of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). A portion or all of the PPP loan will be forgiven if the Organization meets certain requirements. Any amount not forgiven is to be repaid over two years at a fixed interest rate of 1%. On October 23, 2020, management submitted its application for forgiveness and has yet to receive approval. This loan is unsecured.	<u>2,052,284</u>	<u>-</u>
	3,436,825	1,461,675
Less: unamortized deferred issuance costs	<u>(337)</u>	<u>(1,184)</u>
Total notes payable, net of unamortized deferred issuance costs	<u>\$ 3,436,488</u>	<u>\$ 1,460,491</u>

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The scheduled maturities on notes payable are as follows:

2021	\$ 917,917
2022	1,302,222
2023	90,972
2024	1,125,714

Cash paid for interest approximates interest expense.

TD Bank requires that the Organization meet certain financial covenants. The Organization was in compliance with covenants as of June 30, 2020.

9. Commitments and Contingencies

Malpractice Insurance

The Organization insures its medical malpractice risks on a claims-made basis. At June 30, 2020, there were no known malpractice claims outstanding which, in the opinion of management, will be settled for amounts in excess of insurance coverage nor are there any unasserted claims or incidents known to management which require loss accrual. The Organization intends to renew coverage on a claims-made basis and anticipates that such coverage will be available.

10. Tax Deferred Annuity Plan

The Organization maintains a 403(b) employer-sponsored retirement plan. Employees are eligible to participate as of the date of hire. Effective July 1, 2017, the Organization established a matching contribution of 100% of employee deferrals up to 3% of eligible compensation. Effective July 1, 2019, the Organization increased the matching contribution to 100% of employee deferrals up to 5% of eligible compensation. In order to be eligible for the match, an employee must work or earn a year of service, which is defined as at least 1,000 hours during the 12-month period immediately following date of hire. In addition the Organization may elect to provide a discretionary contribution. There was no discretionary contribution made for the year ended June 30, 2020 and 2019. Expenses associated with this plan were \$282,823 and \$141,033 for the years ended June 30, 2020 and 2019, respectively.

11. Uncertainty

On March 11, 2020, the World Health Organization declared coronavirus disease (COVID-19) a global pandemic. Local, U.S., and world governments encouraged self-isolation to curtail the spread of COVID-19 by mandating the temporary shut-down of business in many sectors and imposing limitations on travel and the size and duration of group gatherings. Most sectors are experiencing disruption to business operations and may feel further impacts related to delayed government reimbursement. The Coronavirus Preparedness and Response Supplemental Appropriations Act of 2020 provides several relief measures to allow flexibility to providers to deliver critical care. There is unprecedented uncertainty surrounding the duration of the pandemic, its potential economic ramifications, and additional government actions to mitigate them. Accordingly, while management expects this matter to impact operating results, the related financial impact and duration cannot be reasonably estimated.

**THE COMMUNITY COUNCIL OF NASHUA, NH, INC.
D/B/A GREATER NASHUA MENTAL HEALTH**

Notes to Financial Statements

June 30, 2020

(With Comparative Totals for June 30, 2019)

The U.S. government has responded with three phases of relief legislation, as a response to the COVID-19 outbreak. Recent legislation was enacted into law on March 27, 2020, called the CARES Act, a statute to address the economic impact of the COVID-19 outbreak. The CARES Act, among other things, 1) authorizes emergency loans to distressed businesses by establishing, and providing funding for, forgivable bridge loans, 2) provides additional funding for grants and technical assistance, and 3) delays due dates for employer payroll taxes and estimated tax payments for organizations. Management has evaluated the impact of the CARES Act on the Organization, including its potential benefits and limitations that may result from additional funding



BOARD OF DIRECTORS 2021

ROBERT S. AMREIN, Esquire

- *Retired: Attorney / Consultant*

Hudson, NH

RAYMOND BROUSSEAU

- BAE Systems

Nashua, NH

PAMELA BURNS – Chair

- *Dental Hygienist*

Nashua, NH

ROBERT DORF, DO

- *Chief Medical Officer
Southern New Hampshire Health*

Nashua, NH

CHRISTINE FURMAN

- *Retired: Financial Management
(2-Term) NH State Representative*

Hollis, NH

JONE LABOMBARD – Secretary

- *Retired Educator*

Hollis, NH

KAREN LASCELLE, CPA – Treasurer

- *Certified Public Accountant*

Nashua, NH

ROBYN MOSES-HARNEY

- *Vice President of Human Resources,
PlaneSense, Inc., Portsmouth*

Hudson, NH

ELIZABETH SHEEHAN

- *Director, HR Solution Delivery Hub No. America,
Iron Mountain*

Litchfield, NH

MARY ANN SOMERVILLE

Litchfield, NH

- *Retired: Software design, development, support*

DIANE VIENNEAU - Vice Chair

Nashua, NH

- *NH Department of Education, Nashua*

LISA YATES

Nashua, NH

- *NH Department of Education, Nashua*

Cynthia L. Whitaker, Psy.D.

Education:

**Antioch New England Graduate School, Keene, NH
Psy.D. in Clinical Psychology, 2006**

**University of New Hampshire at Manchester, Manchester, NH
Certificate in Sign Language Interpretation, 2004**

**Rhode Island College, Providence, RI
B.A. in Psychology and Communications with Honors, 1995
Communications emphasis in Speech and Hearing Sciences**

Clinical Experience:

**Riverbend Community Mental Health Henniker, NH 8/05-present
Child and Family Therapist**

Presently engaged in working with a multidisciplinary team that provides mental health services to children and their families. Position includes provision of individual therapy, family therapy, case management, and advocacy. Coordination with other providers and schools is also involved in the position. Psychology post-doctorate supervision received from 4/06 through present.

**Moore Center Services Manchester, NH 12/02-6/05
MIMS Worker/Supervisor**

Provided Mental Illness Management Services (MIMS) to children and adults diagnosed with both a mental illness and a developmental disability. Responsibilities included supervising part-time staff, managing staff schedules, other administrative duties, and direct support of consumers involving teaching symptom management strategies and social skills as directed by consumers' treatment plans.

**University at Albany Counseling Center Albany, NY 7/01-7/02
Ellis Hospital Mental Health Clinic Schenectady, NY
Pre-doctoral Intern in Psychology**

APPIC accredited internship with focused training in two distinct settings, a university counseling center and a community mental health center. Core activities included intake assessment and referral, individual and group psychotherapy, crisis intervention in role as "psychologist of the day," individual supervision of second year doctoral student, group supervision of undergraduate peer trainers, and psychological assessment. Also received advanced training on the Rorschach Inkblot Procedure. Training at community mental health center focused on assessment and therapy with adults diagnosed with major mental illness and/or personality disorders in an outpatient setting.

C. Whitaker 2

**Monadnock Developmental Services
Group Facilitator****Keene, NH****8/99-6/01**

Responsible for co-facilitating a monthly group for children who have a sibling with some type of physical or developmental disability, such as autism, leukemia, or cerebral palsy. The group included both expressive and process components and dealt with topics such as roles within a family and shame.

**Wediko Children's Services
Assistant Teacher (AmeriCorps Position)****Windsor, NH****9/00-6/01**

Intensive diagnostic and treatment program that utilizes assessment, education, and behavioral intervention with males ranging in age from 8 to 18 who have emotional and/or behavioral challenges. Responsibilities included assisting lead teacher with academic material presented in classroom, teaching elective classes, implementing Individualized Education Plans (IEPs), and carrying out other duties necessary to maintain the therapeutic milieu of the residential school.

**Psychological Services Center
Administrative Assistant****Keene, NH****8/99-5/01**

Assisted with the administration of a psychology training clinic, including managing billing clients and insurance agencies and coordinating referrals for service. Also involved in the instruction of first year students with the usage of scoring templates for the MMPI-2 and other testing materials owned by the clinic.

**Antioch New England Graduate School
Teaching Assistant for Fundamental Clinical Skills I and II****Keene, NH****Fall 2000**

Provided instruction to first year doctoral level students on utilizing confrontation in therapy and on giving mental status examinations. Facilitated small groups of students practicing and learning about beginning counseling and assessment techniques. Also responsible for reading papers and providing feedback to students about their developing skills.

**Psychological Services Center
PSC Clinician****Keene, NH****7/99-6/00**

Pre-doctoral practicum experience involving working with adults, families, and children in an outpatient setting. Received specialized training in cardiac rehabilitation, counseling parents, conducting learning disability assessments, and working with people with eating disorders.

**New Hampshire Hospital
Psychology Extern****Concord, NH****9/98-5/99**

Pre-doctoral training in assessment and therapy with adults diagnosed with major mental illness and/or personality disorders in an inpatient setting. Monthly seminars attended included Neuropsychology, Case Presentation, and Assessment (Rorschach). Also attended bi-weekly Grand Rounds.

Arbour-Fuller Hospital

S. Attleboro, MA 10/95-2/99

Activity Therapist /Behavior Therapy Specialist

Attended team meetings, determined rehabilitation goals for treatment plans, supervised activity therapy intake screenings, and conducted daily rehabilitation groups on a locked, acute unit for adolescents. Responsibilities also included implementing behavior plans, collecting data, and conducting different types of group therapy, on a locked, acute unit for adults with developmental disabilities.

Leadership Experience:

Beauty 4 Ashes

Member, Board of Directors

2004-present

New Hampshire Registry of Interpreters for the Deaf

Member at Large of Executive Board

2004-2005

Student Representative to Executive Board

2002-2004

ASL Club at the University of New Hampshire at Manchester

President

2002-2003

Antioch New England Graduate School

Member, Admission Team

Spring 2000 & 2001

Reviewed written applications of prospective students. Also conducted team and individual interviews and collaborated in final selections of students.

Research Experience:

Antioch New England Graduate School

Keene, NH

2000-2006

Dissertation Research

Completed dissertation entitled *The Third Party: Psychologists' Attitudes Regarding the Use of Interpreters in Therapy*.

Antioch New England Graduate School

Keene, NH

9/99-8/00

Student Member of Internal Review Board (IRB)

- * Attended monthly IRB meetings, read research proposals, and collaborated with other team members to provide recommendations to researchers.

Butler Hospital

Providence, RI

12/94-9/97

Volunteer Research Coordinator & Assistant

Under the supervision of Caron Zlotnick, Ph.D., responsible for coordinating a research project on Adolescent Suicide Attempters and Ideators, which involved a clinical assessment and report of each adolescent. Also scored, entered, and analyzed data on patients in the Women's Treatment Program at the hospital. Position required extensive knowledge of the SAS system.

Papers and Presentations:

The Third Party: What are Psychologists' Opinions of Interpreters in Therapy.
Presented at the Region 1 Conference of the Registry of Interpreters for the Deaf.
Providence, RI. July 2006

Anxiety and Stress Management the Natural Way. Presented workshop at the Spinal
Corrective Center in Amherst, NH. May 2006

Mental Illness Management Services. Presented workshop at Riverbend Mental
Health Center for staff training purposes. May 2006

Transitions for Parents. Developed program designed to explore parental roles in
freshman transitions at the University at Albany. June 2002

Parents as Partners. Developed document providing information about college
students' use of alcohol and other drugs and parental roles in moderating that was
placed on a website for parents at the University at Albany. June 2002

Depression and Women. Presented workshop to a sorority at the University at
Albany. April 2002

Stress Management. Presented a workshop to a group of Residential Assistants on the
University at Albany campus. April 2002

Handbook of Interpreting in Mental Health Settings. Unpublished Manuscript,
University of New Hampshire at Manchester. May 2000

Family Functioning and Loneliness in Adolescent Suicide Ideators and Attempters.
Presented paper at 32nd Annual Conference of the American Association of
Suicidology. April 1999

Gender and Memory. Presented at the Fourth Annual Undergraduate Research
Conference at Rhode Island College. Spring 1995

Professional Affiliations:

American Psychological Association

APA Division 12, Clinical Psychology

APA Division 22, Rehabilitation Psychology

Special Interest Section on Deafness

New Hampshire Association of the Deaf

New Hampshire Disaster Behavioral Health Response Team (DBHRT)

Registry of Interpreters for the Deaf

New Hampshire Registry of Interpreters for the Deaf

Weare Citizens Emergency Response Team (CERT)

Languages of Fluency:

American Sign Language (ASL)

DONNA B. LENNON, MA

EDUCATION: M.A. Counseling & Psychotherapy, Rivier University, 1984.
B.S. Behavioral Sciences, *CUM LAUDE*, Hawthorne College, 1982.

EMPLOYMENT: Donna Lennon Counseling Services, LLC
Concord and Bedford, New Hampshire
Feb 1992 – July 2010 and March 2017 to present
Director of Group practice – Outpatient Services
Psychotherapy and consulting practice for Mental Health & Substance Use Disorders. Provide comprehensive evaluations for EAP's, schools and legal system. Required extensive collaboration with 8 colleagues, MCO's, employers, healthcare providers and insurers.

Easter Seals Farnum Center – August 2015 – August 2017
Clinical Director –Inpatient and Outpatient Services
As member of Sr. Leadership Team, responsible for management of daily clinical operations including clinical supervision of inpatient and outpatient staff. Manage IOP, Continuing Care and therapy groups, execute treatment strategies, facilitate weekly Clinical supervision group. Provide clinical direction for Program Coordinators on detox, residential and outpatient units. Hire, train and develop staff in accordance with best practices.

Gosnold on Cape Cod – Falmouth, MA - July 2010 – July 2015
Program Clinical Director
Leadership of daily operations of clinical & case management staff, resolve challenges, develop process and performance improvement strategies, review clinical documentation, hire, train & supervise clinical staff conduct performance appraisals, monitor budget with CFO, ensuring compliance with NAADAC, NBCC, HIPAA & The Joint Commission standards, ethics and best practices for 50 bed detox., Write clinical programs for patients while providing extensive collaboration with Nursing, Admissions, Utilization Review and other Clinical Program staff at various Gosnold work sites (inpatient rehab and outpatient).

Resource Management Consultants – Salem, NH Jul '90-Jul '91
EAP services and account management to client business & industry, hospital & educational systems employees and their families. Delivered supervisory training to management staff, assessment and referral, develop Lunch n'Learn sessions for staff.

Bedford Counseling Associates – Bedford, NH 2/90-9/91

Developed, marketed and delivered training programs for local community regarding addiction, family recovery, intervention & treatment. Provided outpatient therapy for individuals, families & groups affected by trauma & addiction.

Manchester High School West – Manchester, NH 8/87 -10/89

Implemented the first formal Student Assistance Program for a student body and faculty of 1850. Established and facilitated comprehensive support groups, program budget, developed and chaired SAP Advisory Board and marketed program to ensure viability and expansion of program via Mayor and Aldermanic Committee to ALL High School AND Junior High Schools in the city of Manchester. Initiated state-wide NH-SAP Providers Group, trained "Core Team" of faculty, delivered parent education program re: addiction and recovery. Developed all brochures & marketing materials for program. ***NOMINATED*** for US Dept of Ed's "Drug Free Schools & Communities Program Award for top ten programs in the U.S.

COMPCARE/Lake Shore Hospital – Manchester, NH 12/85-5/87

Clinical Leader of Multi-disciplinary Tx Team. Facilitated delivery of quality treatment services for patients and families, supervised Tx Team, provided substance use & mental health evaluations. Developed community education programs for families affected by addiction and trauma.

**Digital Equipment Corporation – Nashua, NH & Concord, MA
March 1978 – December 1985**

HR Department Personnel Services Administrator and promoted to Personnel Specialist with Corporate HR, EE Benefits Administration, Organizational Development and EE Relations.

PROFESSIONAL AFFILIATIONS:

NH Alcohol & Drug Abuse Counselors Association
National Association of Alcohol & Drug Abuse Counselors
NH Mental Health Counselors Association
Former staff member of NH Teen Institute
Former: Manchester Aldermanic Committee on Substance Abuse

LICENSING:

Licensed Clinical Mental Health Counselor-NH
Master Licensed Alcohol & Drug Abuse Counselor-NH
Certified Advanced Alcohol & Drug Abuse Couns-MA – CADCI

PROFESSIONAL

REFERENCES: Will be furnished upon request.

CURRICULUM VITAE

Marllou B. Patalinjug Tyner, M.D., FAPA

Employment

2003 – 2010	Outpatient Psychiatry, HBHS dba Process Strategies 376 Kenmore Drive, Danville, WV 25053
2003 – 2008	Outpatient Psychiatry, HBHS dba Process Strategies 163 Main Street, Clay, WV 25043
2008 – 2009	Tele-psychiatry for Prestera Center, Clay County based at Prestera Center, 511 Morris Street, Charleston, WV 25301
2007 – 2009	Tele-psychiatry for PsyCare, Inc. for the Potomac Highland Regional Jail and Central Regional Jail, WV
2010 – 2011	Tele-psychiatry for Prestera Center, Boone County based at Process Strategies office
2010 – 2013	Medical Director, Assessment Unit (TPC Program), Highland Hospital 300 56 th Street, Charleston, WV 25304
2007 – 2013	Psychiatry Consult for Cabin Creek Health Centers in Dawes, WV, Clendenin, WV and Sissonville, WV; Tele-psychiatry for all three sites since March 2010, based at Process Strategies office
2008 – 2013	Outpatient Psychiatry, Process Strategies 1418A MacCorkle Avenue, Charleston, WV 25303
2013 – Current	Chief Medical Officer, Highland-Clarksburg Hospital 3 Hospital Plaza, Clarksburg, WV 26301
2013 – Current	Forensic Psychiatry Unit, Highland-Clarksburg Hospital 3 Hospital Plaza, Clarksburg, WV 26301

Certification / Licensure

1987 - 1995	Physician Licensure, Philippines
2002 - 2003	Physician Licensure, State of Connecticut
2002 - 2004	Physician Limited Permit, New York
2003 - Current	Physician Licensure, West Virginia
2003 - Current	Diplomate in Psychiatry, American Board of Psychiatry and Neurology, Inc.
2005 - Current	Certification in Forensic Psychiatry American Board of Psychiatry and Neurology, Inc.
2013 - 2023	Maintenance of Certification in Psychiatry, American Board of Psychiatry and Neurology, Inc.
2015 – 2025	Maintenance of Certification in Forensic Psychiatry American Board of Psychiatry and Neurology, Inc.

Education

1983	B.S.	Psychology, University of the Philippines College of Arts and Sciences Quezon City, Philippines
1987	M.D.	University of the Philippines College of Medicine Manila, Philippines

Postdoctoral Training

1987 - 1988	Postgraduate Internship, Philippine General Hospital Manila, Philippines
1989 - 1991	Residency Training, Psychiatry Philippine General Hospital, Manila, Philippines
1991 - 1992	Chief Resident, Psychiatry Philippine General Hospital, Manila, Philippines
1998 - 2002	Residency Training, Psychiatry NYU School of Medicine, New York, NY 10016
2001 - 2002	Chief Resident, Psychiatry Outpatient Division Chief Resident (July-December 2001) Administrative Chief Resident (January-June 2002) NYU School of Medicine, New York, NY 10016
2002 - 2003	Fellowship Training, Forensic Psychiatry NYU School of Medicine, New York, NY 10016

Other Professional Positions

1993	Research Associate, Intercare Research Foundation, Inc. Metro Manila, Philippines
1993 - 1994	Research Assistant, Research Foundation for Mental Hygiene Research based at Kirby Forensic Psychiatric Center Wards' Island, NY 10035
1994 - 1998	Research Scientist, Nathan S. Kline Institute Research based at Kirby Forensic Psychiatric Center Wards' Island, NY 10035

Awards and Honors

1983	Cum Laude, BS Psychology, University of the Philippines
1983	Phi Kappa Phi Honor Society, University of the Philippines
1983	Pi Gamma Mu Honor Society, University of the Philippines
1992	Ciba-Geigy Fellowship Grant in Administrative Psychiatry
2002	Aventis Women Leaders Fellowship, American Psychiatric Association Annual Meeting, Philadelphia

Membership in Professional Societies

2000 - 2010	Member, American Psychiatric Association
2010 - Current	Fellow, American Psychiatric Association
2002 - Current	Member, American Academy of Psychiatry and the Law
2002 - Current	Member, NYU-Bellevue Psychiatric Society
2008 - Current	Member, American Medical Association
2008 - Current	Member, West Virginia State Medical Association

Teaching Experience

1990 - 1992	Training of Trainers in Critical Incident Stress Debriefing National Program for Mental Health, Philippines
1992 - 1993	Lectures in Psychiatry for Physical Therapy Students, University of the Philippines College of Manila, Philippines
1994 - 1998	Instructor, Management of Crisis Situations for Forensics Kirby Forensic Psychiatric Center, Wards Island, New York
2001 - 2003	Clinical Instructor, New York University School of Medicine
2004 - current	Clinical Assistant Professor, West Virginia University, CAMC Department of Behavioral Medicine and Psychiatry, Charleston, WV
2015 - current	Clinical Assistant Professor, West Virginia University School of Medicine, Morgantown, WV

Research

1. Patalinjug, M.B. and Harmon R.B. (2003) Characteristics of Defendants Charged with Stalking: Preliminary Look at Referrals to the Forensics Psychiatry Clinic Three Years After the Passage of NY State Stalking Laws. Presented at the 56th Annual Meeting of the American Association of Forensic Sciences, February 20, 2004, Dallas, TX.
2. Convit, A., Wolf, O.T., de Leon, M.J., Patalinjug, M.B., Kandil, E., Caraos, C., Scherer, A., Saint Louis, L., Cancro, R. (2001). Volumetric Analysis of the Prefrontal regions: Findings in aging and schizophrenia. *Psychiatry Research: Neuroimaging Section*, 107: 61-73.
3. Hoptman, M.J., Yates, K.F., Patalinjug, M.B., Wack, R.C., and Convit, A. (1999). Clinical Prediction of Assaultive Behavior Among Male Psychiatric Patients at a Maximum-Security Forensic Facility. *Psychiatric Services*, 50: 1461-1466.
4. Patalinjug, M.B., Convit, A., Hoptman, M.J., Yates, K.F., Dunn, D., Otis, D. (1997) Staff Assaulters vs. Patient Assaulters in a Forensic Psychiatric Facility: Is there a Difference? Poster Presentation: Tenth Annual NY State Office of Mental Health Research Conference, Albany, NY.
5. Convit, A., McHugh, P., de Leon, M., Hoptman, M., Patalinjug, M. (1997) MRI Volume of the Amygdala: A New Reliable Method. Poster Presentation: Tenth Annual NY State Office of Mental Health Research Conference, Albany, NY.
6. Hoptman, M., Convit, A., Yates, K.F., Patalinjug, M.B. (1997) Violence and Slowing of the Anterior EEG: Relationships to Impulsivity. Poster Presentation: Tenth Annual NY State Office of Mental Health Research Conference, Albany, NY.
7. Bengzon, A.R.A., Jimenez A.L., Bengzon M.A., Esquejo D.P., Torres M.R., Sison-Aguilar M.A., Salazar M.C., Patalinjug M.B. (1994). Programs, Process, Politics, People: The Story of the Department of Health Under the Aquino Administration, 1986-1992. Submitted to the World Health Organization, Geneva, Switzerland.
8. Jimenez A.L., Torres M.R., Marte B.G., Patalinjug M.B., Guillergan M.L. (1992) The Establishment of a Mental Health Information System at the Philippine General Hospital Department of Psychiatry, Patient Services Section: A Preliminary Study. Paper read at the 18th Annual Convention of the Philippine Psychiatric Association, Manila, Philippines.

REFERENCES

1. Ted Thornton, M.D. (304) 552-8836 ted.thornton@yahoo.com
2. Toni Goodykoontz, M.D. (304) 669-0470 tgoodykoontz1@gmail.com
3. Fred Frazier III, APRN, PMHNP-BC (304) 669-9032 fredfrazier3@gmail.com

BETTEJEAN NEVEUX

FINANCIAL & MANAGERIAL STRATEGIST



PROFESSIONAL PROFILE

A financial professional with over ten years of managerial and administrative experience in a diverse set of industries and with a proven record of innovation and leadership. With a focus on continuous improvement and a holistic approach, I am able to reach strategic goals through the use of collaboration, technology and grit. Leading by example, I have successfully restored confidence and respect in financial departments while focusing on customer service and a commitment to the corporate mission.

SKILLS

Budgeting & Forecasting
Analysis & Reporting
Ethics & Compliance
Strategic Planning
Team Leadership
Project Management
Accountability
Improving Efficiency
Business Systems
Risk & Resource Management
Presentations
Active Listening

EDUCATION

MASTER'S DEGREE
Business Administration
Southern New Hampshire
University
2009 - 2011

BACHELOR OF SCIENCE
Accounting
Franklin Pierce College
1998 - 2000

LICENSES & CERTIFICATIONS

CERTIFIED MANAGEMENT
ACCOUNTANT
License #51807

CANDIDATE
Certified Public Accountant
Anticipated: 05/2018

EXPERIENCE

BUSINESS AFFAIRS OFFICER/CFO

Manchester Community College/March 2014 - October 2015

As a member of the President's Cabinet and Leadership Team, developed policies and procedures to allow the College to meet its mission and strategic focus. Successfully managed an overall budget of \$22 million by working with department managers over 60 different departments. Directed all institutional operations including accounting & finance, facilities, campus safety, capital projects as well as risk management. Mentored eight (8) direct reports and a total of 29 total employees in the areas of finance, maintenance, safety, reception and stockroom. Participated in system-wide CFO meetings as well as Finance Committee meetings on behalf of the College.

- Developed a more collaborative and positive annual budget process during a period of revenue decline. Presented audience appropriate updates and pro forma statements throughout year to campus leadership, BOD, staff & faculty and advisory committees.
- Greatly increased accuracy of financial reporting and adherence to GAAP through the realignment of cost departments, and improvements to the data structure within Banner Finance.
- Created financial models and tools that allowed management and department leaders to project financial impacts of various enrollment scenarios.
- Increased fee revenue by 10% following thorough financial analysis.
- Overhauled campus safety systems and procedures to better ensure the safety of students, staff, faculty and visitors. Improvements included; a remote door locking system, camera and surveillance upgrades, rekeying of the entire campus and the installation of security software.
- Implemented software that enabled the facilities department to capture and analyze workforce data that would allow management to identify and capitalize on potential personnel efficiencies and better plan for deferred maintenance.
- Introduced the concept of long-term forecasts for the benefit of strategic budgeting.
- Re-engineered adjunct contract process, improving accuracy by 75%.
- Implemented P-Card program to over 50 users.
- Verified donor and grant funding spent in accordance with donor intent or grant guidelines.
- Provided ongoing feedback to subordinates and created development plans that encouraged growth and satisfaction for each employee.

BETTEJEAN NEVEUX

FINANCIAL & MANAGERIAL STRATEGIST



TECHNICAL SKILLS

Microsoft Office Suite

Advanced Excel

Banner

Salesforce

Conga Reporting

Blackbaud

Dashboards

Sage MIP, MAS90

QuickBooks

Graphical representations

SchoolDude

MEMBERSHIPS & AFFILIATIONS

Notary Public

Institute of Management
Accountants

Delta Mu Delta

VOLUNTEER EXPERIENCE

Rape and Domestic Crisis
Center/ Treasurer
1992 - 1994

EXPERIENCE continued

VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

New Hampshire Association for the Blind/September 2011 - May 2014

Collaborated with other members of management to review, select and monitor organizational opportunities. Managed all financial and administrative matters including HR, IT, and facility functions.

- Managed \$2.5 million annual budget process and provided monthly financials and respective analysis to Board of Directors and Management Team.
- Improved the financial story through the creation of visual dashboards supplementing the monthly financial package.
- Ensured proper application of investment and spending policies to the organization's \$7 million endowment and Charitable Gift Annuities.
- Reduced Life and LTD costs by 60% and other contractual expenses by 50% through re-negotiations with vendors.
- Prepared all year-end audit schedules, maintained all supporting documentation for 990 filing, and completed monthly and annual reconciliations.
- Calculated annual compensation from endowment fund and other donor restricted funds.
- Mapped and managed data conversion of client data from legacy system to Salesforce.com and designed an automatic invoicing system resulting in personnel savings through work efficiencies.
- Enhanced data integrity and improved financial reporting through improvements to the GL structure and updated financial software.

ACCOUNTANT

New Hampshire Association for the Blind/November 2005 - September 2011

Performed all accounting duties for the organization including payroll, A/R, A/P as well as providing IT and HR support. As part of a succession plan and expected assumption of VPFA position, progressive responsibilities included completion of the monthly close process, preparation of year end schedules for annual audit and 990 preparation.

DEPARTMENT SECRETARY/ADMISSIONS COORDINATOR

Catholic Medical Center/August 1996 - October 2004

While performing all duties relative to being a stay at home Mom, I worked in the healthcare industry to take advantage of the weekend and evening hours. In this role, I performed all administrative duties within the admissions, emergency and maternity departments for catholic medical center. Utilized customer service, listening and time management skills to ensure excellent patient care.

CONSUMER LOAN RECOVERY MANAGER

First New Hampshire Bank/September 1990 - May 1996

Managed all collection efforts for the recovery of charged off funds related to the consumer loan portfolio. Directed a staff of six (6) and assigned outside legal counsel and collection agencies ensuring greatest recovery of funds.

Maureen Ryan

Qualifications Summary:

- Mission driven, results oriented leader with a strong track record of achieving goal oriented, cost effective quality outcomes
- 20 years progressive management experience in both the private and public sector
- Successful experience in project management, program design and implementation, strategic planning, and grant writing
- Excellent written and verbal communication skills and experienced in public speaking, delivering presentations and facilitating diverse groups

Professional Experience

New Hampshire Department of Health and Human Services

12/05 - present

Senior Director, Office of Human Services

6/16-present

- Responsible for providing strategic leadership, direction and administrative oversight for the Divisions of Family Assistance, Children, Youth, & Families, and Child Support Services; the Bureaus of Elderly & Adult Services, Homeless & Housing Services; and Community Based Military Programs; and the Office of Health Equity
- Oversees the administration and implementation of programs to ensure compliance with state and federal laws, regulations, and policies; programmatic efficiency and effectiveness; financial integrity and sustainability; and effective personnel and resource allocation
- Proactively identifies critical issues, actions, or decision-points impacting program administration and service delivery, such as policy change, legislative mandate, or resource need, and engages staff to fully assess the issues and impacts, proactively develop a well-supported strategic plan or response, and communicate and implement decisions timely
- Actively mentors and engages OHS senior management in supporting high quality, effective management practices by supporting skill development in motivating and leading staff, managing change, strategic planning, developing innovative solutions, effective program implementation, data-driven evaluation, and modeling and supporting a professional, accountable workforce

Administrator, Bureau of Homeless and Housing Services

8/07 – 6/16

- Direct the coordination and administration of federal and state funding of statewide homeless service contracts
- Direct all bureau activities including contract monitoring, technical assistance, strategic planning, training and regional problem-solving activities
- Coordinate planning efforts for the development of community services and new initiatives
- Serve as agency representative relative to state homeless service programs, to local, state and federal agencies

Administrator, Bureau of Improvement and Integrity

3/06 – 8/07

- Responsible for the overall management of the Continuous Improvement unit of the Bureau of Improvement and Integrity
- Direct all aspects of DHHS wide program Quality Assurance reviews including routine program evaluations, special investigations, work process analysis, and root cause analysis of specific programmatic issues
- Develop and direct projects related to Quality Improvement including facilitating interagency collaboration, system changes involving multiple divisions, organizational development issues and team building

Program Planning and Review Specialist, Bureau of Improvement and Integrity 12/05 – 3/06

- Overall management and administration of a Centers for Medicare and Medicaid Services (CMS) Real Choice Systems Change Grant
- Coordinated the start up of the department wide implementation of a comprehensive Quality Improvement effort
- Established and facilitated an ongoing, state wide stakeholder Quality Council, the goal of which is to improve communication between the state and community health service providers and elicit feedback on quality improvement initiatives

Consultant/Independent Contractor

2009-2014

NH region for Anthem EAP and Work Place Options, Raleigh, North Carolina

- Facilitate workshops and professional development seminars on various topics including employee relations, management, leadership development, and work life balance.

Employee Assistance Consultant, Resource Management Consultants

8/05 – 11/05

One Pillsbury St., Suite 300, Concord, NH 03301

- Provided telephone consultation, risk assessment, therapeutic intervention and facilitated referrals to various resources for individuals needing assistance with work/life issues

Director of Outreach, HEARTH

9/01-8/05

1640 Washington St., Boston, MA 02118

- Directed and supervised Outreach Department program staff in the coordination of case management, housing search, and housing stabilization services
- Developed and managed the agency's representative payee program, ensuring compliance with federal regulations and ensuring quality of service in managing clients' finances
- Developed and maintained collaborative relationships within the community including local businesses, healthcare providers, local and state government entities, and human service agencies
- Provided weekly clinical and administrative supervision to case managers, representative payee staff, and program interns
- Developed and coordinated the agency's Critical Incident Debriefing Team

Program Director, The Lynn Emergency Shelter

12/00- 8/01

Lynn Shelter Association, 100 Willow St., Lynn, MA 01901

- Responsible for the overall management of a homeless shelter, serving up to 80 homeless adults nightly, ensuring quality and consistency of service delivery
- Managed the shelter's operating budget and performed analysis/strategic planning
- Developed and implemented a structured day program, the goal of which was to offer tools to expand skills and enhance the capabilities of shelter guests
- Developed and implemented a comprehensive case management program and provided training and clinical supervision to case managers

Program Coordinator, Common Ground Women's Transitional Housing Program

2/97 – 12/00

Shelter Inc., 109 School St., Cambridge, MA 02139

- Responsible for the overall management of a HUD funded transitional housing program, and providing counseling and case management to program residents
- Developed and facilitated various workshops and groups for program residents
- Developed and facilitated training programs for shelter staff and interns

Education

Lesley University, Cambridge, MA

Master of Arts in Psychology

1997

St. Bonaventure University, New York

Bachelor of Arts

1992

Major: Psychology

Minor: Mass Communications

Ellen Constant

WORK EXPERIENCE

Human Resources Manager

Windham Group - Manchester, NH - January 2003 to September 2015

Responsibilities

- Hired to develop the Human Resources Department for Windham Group with locations throughout New England and down the east coast to FL.
- Reported to the President of the company and was part of the Senior Leadership team to oversee the Human Resources and areas of the administration function.
- Accountable for maintaining compliance with Federal law and state laws for NH, ME, VT, MA, CT, RI, VA, PA, MD and FL.
- Responsible for all employee relation issues. Focused on training of the management team to avoid issues. Training included counseling for improved performance, appropriate documentation and reward and recognition.
- Responsible for developing, implementing and administrating all HR policies and procedures which included: recruiting, new hire orientation, performance management, compensation, termination, workers comp issues, safety committee, and backup for payroll
- Recruited for all positions in New England and country wide for Ergonomists and Nurses. Used various recruiting methods to get staff in all 50 states.
- Negotiated and managed medical, dental, vision, life and disability plans for employees. Held open enrollment meetings.
- Responsible for the 401k plan and year end reporting.
- Implemented new benefits which included: flexible spending accounts, paid time off plan, anniversary recognition benefit, employee newsletter, lunch & learns and monthly spotlights.
- Rolled out companywide performance management program with quarterly reviews.
- Training and development for all managers and supervisors on various topics that included: Employee Recognition, FMLA, Federal Discrimination Laws, Documenting Disciplinary Actions, FLSA and Sexual Harassment
- Oversaw Internship program - worked with local colleges and universities for successful placement and experience.
- Assisted in the management of profit centers by training department heads on budgets, profit statements, redirecting workloads and sharing of information between each other in order to maintain profitability and appropriate gross margin.

Accomplishments

Helped to grow the company and retain excellent employees. Employee retention was 5% or below annually implemented:

- Performance management program to tie objectives to corporate goals.
- Employee Engagement to connect employees to company and each other
- New and better benefits to keep up with the competition
- Training and development of new Supervisors and Managers

Skills Used

Listening, Approachability, Training, Communication, Interpersonal skills
Technical skills as it relates to HR fundamentals and law

Human Resources Manager

Royal & Sun Alliance - Boston, MA - September 1986 to September 2002

Responsibilities

- Partnered with 15-20 Managers and Supervisors to provide Human Resource consultation and leadership in the New England and Boston locations.
- Assisted with all employee relation issues, recruiting, benefit plans, compensation management, training & development and retirement benefits for up to 200 employees.
- Rolled out a competency based performance management system and trained supervisors, managers and employees in both plan content and tying objectives to business strategy
- Actively participated with department heads in writing performance objectives and monitoring quality performance benchmarks.
- Led HR function during acquisition of Orion Capital in Massachusetts, New Hampshire, Vermont and Maine including change facilitation, plan mergers, staffing, downsizing and office closures.
- Successfully managed the local benefits plan administration including medical/dental, 401k, employee stock purchase plans, and coordination of annual open enrollments/new benefit presentations and rollouts.
- Trained supervisors and managers on employee relations, sexual harassment, performance management and diversity.
- Oversaw all non-exempt and exempt staff in the processing units. Staffs ranged from 10-16 employees.
- Managed the hiring, cross training and performance management for the processing units.
- Exceeded goals within the unit annually

Accomplishments

Consistently helped both offices meet the combined ratio goals for the year
Oversaw over 200 employees HR needs as the HR Generalist for both offices
Assisted with the acquisition of Orion Capital

Skills Used

Interpersonal skills, Change management, Performance management, Listening skills, Solid knowledge of HR

EDUCATION

Bachelors of Science in Management

Southern NH University - Manchester, NH

SKILLS

Employee relations (10+ years), Benefits (10+ years), Recruiting (10+ years), Compensation (9 years), Training (10+ years), strategic partner (10+ years), talent acquisition (10+ years), leadership (10+ years), on boarding (10+ years), change agent (10+ years)

CERTIFICATIONS

SPHR

January 2018

SHRM

SHRM-SCP

January 2015 to January 2018

CHRISTOPHER PURINGTON

HONORS

NH State Rehabilitation Council Chair 2020-Present, Member 2016-Present
NH Small Business Development Center Advisory Board Member 2011-2016
US Small Business Administration (SBA) 2011 NH Business Champion

SKILLS

Business Development

Marketing
Program Development
Resource Development

Leadership

Entrepreneurship
Organizational Change
Strategic Planning

Operations

Budget Management
Nonprofit Administration
Project Management

EXPERIENCE

GRANITE STATE INDEPENDENT LIVING (GSIL) – Concord, NH

Statewide nonprofit that provides community services

Senior Vice President of Programs 2020 – Present

Vice President of Community Economic Development 2015 – 2020

Director of Business Development 2011 – 2015

- Lead a \$17 million statewide community services department that serves 1,800 people, and is comprised of 75 corporate staff, 600 direct support staff, and diverse programs, grants & contracts including personal care, nursing facility transition, employment, education, benefits counseling, transportation, home access modification, peer support, advocacy, and service coordination.
- Secured and successfully implemented a \$2.2 million Dept. of Education contract, including partnerships with the Community College System of NH and 50+ statewide school districts, to provide work-based learning services for 1,000+ at-risk high school students throughout NH.
- Manage the department budget and develop new financial strategies, which resulted in a \$500,000 deficit improving to a \$100,000 surplus and program revenue increasing by more than \$1 million.
- Develop significant funding resources necessary to increase community impact and respond to unmet community need through the following sources: foundations, school districts, Social Security Admin., US & NH Dept. of Education, US & NH Dept. of Health and Human Services, US & NH Dept. of Transportation, Medicaid Managed Care, US Dept. of Veterans Affairs, and community giving.
- Strategize and partner with key stakeholders, state and federal agencies, state and US legislature, the Governor's office, and other elected officials to accomplish key strategic plan priorities.
- Oversee staff development efforts and coaching for continual improvement of performance.
- Implement policies and procedures necessary for program quality and integrity that ensure compliance with federal and state funding sources and regulations.
- Directed agency wide marketing efforts. This includes a new outreach campaign that increased annual employment services revenue by \$200,000, and a new care attendant recruitment digital campaign that delivered more than 10% of all new hires, supporting \$1.5M in Medicaid revenue.

HEALTHY BODY HEALTHY LIFE – Auburn, NH

2009 – Present

Nutrition, fitness & health coaching and employee wellness consulting

Project Manager

- Manage digital marketing and strategic planning projects for healthybodyhealthylife.com.

GATEWAYS COMMUNITY SERVICES – Nashua, NH

2009 – 2011

Regional nonprofit that provides disability and senior services

Project Manager/Web Marketing Manager

- Managed Medicaid Infrastructure Grant efforts to evolve statewide employment programs, benefits counseling, and vocational training models.
- Facilitated the workforce development coalition, which was a collaboration of regional service providers, stakeholders and related government agencies for professional development and the advancement of employment service delivery.
- Directed small business and economic development program creation and replication, business relationships, contracts, and budgets.
- Developed a customer portal for clients to access statements, submit electronic forms, communicate with customer agents, and increase customer service productivity and efficiency in a secure online environment.
- Managed company wide digital marketing including email marketing and social media. This included developing and administering an online community membership site for the Autism Center to connect families and promote therapy services.

GEARBOX RACQUETBALL – San Diego, CA

2007 – 2013

International athletic equipment manufacturer

Sponsored Athlete & Marketing Representative

- Volunteered to coach junior racquetball athletes.
- Marketed company's product line by running demos and competing on the professional tour.
- Ranked 48th on the International Racquetball Tour for the '05–'06 season.

COMMUNITY BRIDGES – Concord, NH

2007 – 2008

Regional nonprofit that provides disability and senior services

Career Development Specialist

- Created and managed the Vocational Department, which included administering funding relationships, directing service provision, supervising staff, and leading trainings.
- Coached job seekers, including clients with forensic backgrounds, and consulted with staff, management, and partner agencies in the areas of employment law, staffing, training, and benefits to support client career goals.
- Developed relationships with businesses and staffing agencies to make supportive and sustainable job placements.

EDUCATION

Leadership Greater Manchester– Manchester Chamber of Commerce

In progress

Certificate in Community Rehabilitation Education – VIRGINIA COMMONWEALTH UNIV.

Focus on mental health

Lean Green Belt Certification – MORE EFFECTIVE CONSULTING

Focus on continual business process improvement

B.A. in Psychology – UNIVERSITY OF NEW HAMPSHIRE

PATRICK M. ULMEN

October 10, 1997

Objective:

Industrious and dependable Masters graduate, with educational and experiential focus principally in research, psychology, case management and business administration, seeking management related growth opportunities with marketing research focus. In both educational and work experience, has demonstrated skills to work well with others, apply knowledge, make innovative contributions, manage complex problems and situations, and perform at a level exceeding expectations and demands.

Work Experience:

8/1992 - current

CLM Behavioral Health Systems, Windham Inn
P.O. Box 1027, Windham, N.H. 03087 (603) 434-9937

Psychiatric Case Manager. Duties include advocacy, development of rehabilitation goals, coordination of treatment, identification and acquisition of resources, counseling and ongoing support. Skills growth and accomplishments resulted in assignment of and success with exceptionally complex cases. Proposed, initiated, and continued development of alternative treatment planning and tracking mechanism ongoing since initiated December 1995.
Information Analyst. Employing computer and research skills to identify, collect, analyze and review information relevant to planning, delivery, and monitoring of consumer support services and associated client outcomes to management staff and Regional Planning Committee.
Management Information Systems Assistant. Assisting in design, development, integration, refinement, maintenance, and expansion of automated community support services networking system.

1/1992 - 1/1995

Hesser College

3 Sundial Ave, Manchester, N.H. 03103 (603) 668-6660

Instructor. Courses taught: Introduction to Psychology, Individual and Group Counseling Techniques, and Contemporary Social Problems. Based on established teaching skills and reputation, actively sought by students seeking challenges and scholarship.

7/1991 - 8/1992 & 6/1986 - 6/1989

Chick Beaulieu Inc.

5 & 1/2 Gaffney St, Nashua N.H. 03060 (603) 883-5822

Office Manager, On-site Supervisor and Construction Worker. Duties included maintaining company journals, managing all business financial transactions, customer and employee relations, job costing, and reorganization of information flow, operations and records, delivery and coordination of service on site.

3/1991 - 6/1991

ECPI of Tidewater VA Inc.

5555 Greenwich, Suite 100, Virginia Beach, VA. 23462-6513 (804) 671-7171

Instructor. Taught Applied Psychology.

Recent Presentations:

8/8/1997 **Development and Implementation of an Integrated Clinical Information Management System Within Community Support Services.** Institute on Mental Health Management Information, Albany, NY.
6/16/1997 **Practical Application of MHSIP Outcome Measures Within Community Support Services.** New Hampshire Community Health Services Conference, Manchester, NH.

Education:

6/1989 - 7/1991 Old Dominion University, Norfolk, VA. Master of Science, Psychology.
1982 - 1987 Keene State College, Keene, NH. B.S. Business Management, B.A. Psychology.

PATRICK M. ULMEN • [REDACTED]

**MANAGEMENT INFORMATION SYSTEMS PROJECT MANAGER
INFORMATION ANALYST
PSYCHIATRIC CASE MANAGER**

**CAREER
SUMMARY**

Educational and experiential focus in development and integration of information systems, research, psychology, case management, education and business administration. Established reputation for working well with others, applying knowledge, making innovative contributions, managing complex problems and situations while performing at a level exceeding expectations and demands.

**PRESENT
POSITION**

Development and management of web based information system between two regional community mental health centers. Management of local network, hardware and software system at a state funded regional Mental Health Center. Monitoring staff needs, recommending, and when indicated implementing appropriate changes. Educating staff towards more efficient and effective use of existing systems. Development and/or implementation of reporting tools. Analysis of existing data to generate information which meets the needs of staff, the agency, community and state representatives. Presentations at State and Northeastern conferences on developing and employing an information management system to improve psychiatric care. Collaborative work with a software development firm specializing in employing leading edge technology to develop state of the art, web based, information management systems. Case management duties include advocacy, development of rehabilitation goals, coordination of treatment, identification and acquisition of resources, counseling and ongoing support for approximately 25 consumers of mental health services.

**RECENT
PRESENTATIONS**

March, 1998 An Integrated Clinical Information Management System, Annual Conference for The Association of Community Living. Albany, NY.
August, 1997 Development and Implementation of an Integrated Clinical Information Management System Within Community Support Services, Institute on Mental Health Management Information. Albany, NY.
June, 1997 Practical Application of MHSIP Outcome Measures Within Community Support Services, New Hampshire Community Mental Health Service Conference. Manchester, NH.

**EARLIER
EXPERIENCE**

College instructor of psychology, counseling and social science for 5 years. Based on established teaching skills and reputation actively sought by students seeking challenge and scholarship.

Office manager at a home improvement company. Duties included maintaining company journals, job costing, managing business financial transactions, customer and employee relations, and reorganizing information flow, office operations and records.

EDUCATION

Old Dominion University, Norfolk, VA. Master of Science, Psychology.
Keene State College, Keene, NH. BS Business Management, BA Psychology.

GREATER NASHUA MENTAL HEALTHKey Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Cynthia Whitaker, PsyD	President and CEO	\$160,500	0.00%	\$0.00
Donna Lennon	Vice President of Clinical Operations	\$115,000	0.00%	\$0.00
Marilou Patalinjug Tyner, MD	Chief Medical Officer	\$270,000	0.00%	\$0.00
Bettejean Neveux, CMA	Chief Financial Officer	\$120,000	0.00%	\$0.00
Maureen Ryan	Director, Quality & Compliance	\$98,621	0.00%	\$0.00
Ellen Constant	Director of Human Resources	\$93,370	0.00%	\$0.00
Chris Purington	Director of Development & Community Relations	\$85,000	0.00%	\$0.00
Patrick Ulmen	Chief Information Officer	\$54,735	0.00%	\$0.00



Lori A. Shibinette
Commissioner

Katja S. Fox
Director

21 mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174118- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,517,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

His Excellency, Governor Christopher T. Sununu
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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

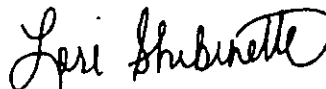
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX06SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083484

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shubinette
Commissioner

**Attachment A
Financial Details**

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$845,304	\$0	\$845,304
2021	102-500731	Contracts for program services	92204117	\$661,266	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,616,551	\$1,616,551
		Subtotal		\$1,328,722	\$1,616,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$89,885	\$447,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,089,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,846,829	\$0	\$1,846,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
Subtotal				\$6,869,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
Subtotal				\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,588	\$0	\$309,588
2021	102-500731	Contracts for program services	92204117	\$309,588	\$108,000	\$417,588
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
Subtotal				\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
Subtotal				\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
Subtotal				\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
Subtotal				\$227,824	\$60,000	\$287,824

**Attachment A
Financial Details**

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
		Subtotal		\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
			Subtotal	\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
			Subtotal	\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$406,331	\$406,331
			Subtotal	\$26,000	\$406,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
			Subtotal	\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
			Subtotal	\$14,000	\$341,363	\$355,363

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$853,326	\$853,326
		Subtotal		\$26,000	\$853,326	\$879,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
		Subtotal		\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
		Subtotal		\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056789

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$167,692	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$128,468	\$38,234	\$166,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$687,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
		Subtotal		\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #4**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Community Council of Nashua, N.H. d/b/a Greater Nashua Mental Health Center at Community Council ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A) as amended on September 13, 2017, (Item #15), and December 19, 2018, (Item 19), and June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.3, Contractor Name, to read:
The Community Council of Nashua, N.H. d/b/a Greater Nashua Mental Health
2. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
3. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$9,697,254
4. Modify Exhibit A, Amendment #3, Scope of Services by replacing in its entirety with Exhibit A Amendment #4, Scope of Services, which is attached hereto and incorporated by reference herein.
5. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #4, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
6. Add Exhibit K, Amendment #2, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/14/2021

Date

DocuSigned by:

Katja Fox

EP8005804C83442

Name: Katja Fox

Title: Director

The Community Council of Nashua, N.H.
d/b/a Greater Nashua Mental Health Center
at Community Council

6/14/2021

Date

DocuSigned by:

Cynthia L. Whitaker, PsyD MLADC

884333A50308451

Name: Cynthia L. Whitaker, PsyD MLADC

Title: President and CEO

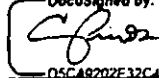
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/15/2021

Date

DocuSigned by:



Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 4

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 6. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay in their home and within the community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenciff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 4

The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

DS
CW

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 4

- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of children and youth clients' needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for:
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount.
 - 3.4.2. The full of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.

4. Children's Intensive Community Based Services

- 4.1. The Contractor shall use the Child and Adolescent Needs and Strengths (CANS) assessment to determine the appropriate level of collaborative care and which children's intensive community based services are most appropriate.
- 4.2. The Contractor shall provide children's intensive community based services to children diagnosed with a serious emotional disturbance (SED), with priority given to children who:
 - 4.2.1. Have a history of psychiatric hospitalization or repeated visits to hospital emergency departments for psychiatric crisis;
 - 4.2.2. Are at risk for residential placement;
 - 4.2.3. Present with significant ongoing difficulties at school; and/or
 - 4.2.4. Are at risk of interaction with law enforcement.
- 4.3. The Contractor shall provide children's intensive community based services through a full array of services as defined in New Hampshire Administrative Rule He-M 426, Community Mental Health Services, which include, but are not limited to:
 - 4.3.1. Functional Support Services (FSS).
 - 4.3.2. Individual and family therapy.
 - 4.3.3. Medication services.
 - 4.3.4. Targeted case management (TCM) services.
 - 4.3.5. Supported education.

DS
CW

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 4

- 4.4. The Contractor shall provide a minimum of eight (8) up to a maximum of ten (10) hours of children's intensive community based services per week for each eligible individual, as defined in New Hampshire Administrative Rule He-M 426, ensuring more intensive services are provided during the first twelve (12) weeks of enrollment.
- 4.5. The Contractor shall screen adolescent clients for substance use using one or more tools, as appropriate, that include:
 - 4.5.1. The Car, Relax, Alone, Family, Friends, Trouble (CRAFT) screening tool for individuals age twelve (12) years and older, which consists of six (6) screening questions as established by the Center for Adolescent Substance Abuse Research (CeASAR) at Children's Hospital Boston.
 - 4.5.2. The Global Appraisal of Individual Needs – Short Screener (GAIN-SS), which is used by school based clinicians for clients referred for substance use.
- 4.6. The Contractor shall provide children's intensive community based services to clients and their families to ensure access to an array of community mental health services that include community and natural supports, which effectively support the clients and their families in the community, in a culturally competent manner.
- 4.7. The Contractor shall conduct and facilitate weekly children's intensive community based team meetings in order to communicate client and family needs and discuss client progress.
5. **System of Care Grant (SoC) Activities with the New Hampshire Department of Education (NH DOE)**
 - 5.1. The Contractor shall participate in local comprehensive planning processes with the NH DOE, on topics and tools that include, but are not limited to:
 - 5.1.1. Needs assessment.
 - 5.1.2. Environmental scan.
 - 5.1.3. Gaps analysis.
 - 5.1.4. Financial mapping.
 - 5.1.5. Sustainability planning.
 - 5.1.6. Cultural linguistic competence plan.
 - 5.1.7. Strategic communications plan.
 - 5.1.8. SoC grant project work plan.



**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit A Amendment # 4

- 5.2. The Contractor shall participate in ongoing development of a Multi-Tiered System of Support for Behavioral Health and Wellness (MTS-B) within participating school districts.
- 5.3. The Contractor shall utilize evidence based practices (EBPs) that respond to identified needs within the community including, but not limited to:
 - 5.3.1. MATCH-ADTC.
 - 5.3.2. All EBPs chosen for grant project work that support participating school districts' MTS-B.
- 5.4. The Contractor shall maintain and strengthen collaborative, working relationships with participating school districts within the region which includes, but is not limited to:
 - 5.4.1. Developing and utilizing a facilitated referral process.
 - 5.4.2. Co-hosting joint professional development opportunities.
 - 5.4.3. Identifying and responding to barriers to access for local families and youth.
- 5.5. The Contractor shall maintain an appropriate full time equivalent (FTE) staff who is a full-time, year-round School and Community Liaison. The Contractor shall:
 - 5.5.1. Ensure the FTE staff is engaging on a consistent basis with each of the participating schools in the region in person or by remote access to support program implementation.
 - 5.5.2. Hire additional staff positions to ensure effective implementation of a System of Care.
- 5.6. The Contractor shall provide appropriate supervisory, administrative and fiscal support to all project staff dedicated to SoC Grant Activities.
- 5.7. The Contractor shall designate staff to participate in locally convened District Community Leadership Team (DCLT) and all SoC Grant Activities-focused meetings, as deemed necessary by either NH DOE or the Department.
- 5.8. The Contractor shall actively participate in the SoC Grant Activities evaluation processes with the NH DOE, including collecting and disseminating qualitative and quantitative data, as requested by the Department.
- 5.9. The Contractor shall conduct National Outcomes Measures (NOMs) surveys on all applicable tier 3 supports and services to students and their families at the SoC grant project intervals, as determined by the Department.
- 5.10. The Contractor shall abide by all federal and state compliance measures and ensure SoC grant funds are expended on allowable activities and expenses, including, but not limited to a Marijuana (MJ) Attestation letter.

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- 5.11. The Contractor shall maintain accurate records of all in-kind services from non-federal funds provided in support of SoC Grant Activities, in accordance with NH DOE guidance.

6. Renew Sustainability (Rehabilitation for Empowerment, Education, and Work)

- 6.1. The Contractor shall provide the Rehabilitation for Empowerment, Education and Work (RENEW) intervention with fidelity to transition-aged youth who qualify for state-supported community mental health services, in accordance with the University of New Hampshire (UNH) -Institute On Disability (IOD) model.
- 6.2. The Contractor shall obtain support and coaching from the IOD at UNH to improve the competencies of implementation team members and agency coaches.

7. Division for Children, Youth and Families (DCYF)

- 7.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 7.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

8. Crisis Services

- 8.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 8.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.
- 8.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 8.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a) (6) and NH Administrative Rule He-M 426.09.
- 8.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:

- 8.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or

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- 8.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 8.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
- 8.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH,
- 8.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 8.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
- 8.7.1. One (1) Master's level clinician.
- 8.7.2. One (1) peer support specialist.
- 8.7.3. One (1) on-call psychiatrist.
- 8.7.4. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 8.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 8.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transforming crisis services for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
- 8.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
- 8.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
- 8.9.3. The plan to meet each performance measure over time.

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- 8.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 8.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 8.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
- 8.11.1. The location of the crisis.
 - 8.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 8.11.3. Any accommodations needed.
 - 8.11.4. Treatment history of the individual, if known.
- 8.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 8.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental Health Services Administration (SAMHSA).
- 8.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 8.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 8.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
- 8.16.1. Face-to-face assessments.
 - 8.16.2. Disposition and decision making.
 - 8.16.3. Initial care and safety planning.

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8.16.4. Post crisis and stabilization services.

8.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.

8.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community within one (1) hour of the request ensuring:

8.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer support specialist if occurring at locations based on individual and family choice that include but are not limited to:

8.18.1.1. In or at the individual's home.

8.18.1.2. In an individual's school setting.

8.18.1.3. Other natural environments of residence including foster homes.

8.18.1.4. Community settings.

8.18.1.5. Peer run agencies

8.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:

8.18.2.1. Schools.

8.18.2.2. Jails.

8.18.2.3. Police departments.

8.18.2.4. Emergency departments.

8.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.

8.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.

8.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:

8.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.

8.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:

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- 8.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 8.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 8.18.6.1.2. Substance misuse.
 - 8.18.6.1.3. Social, familial and legal factors.
- 8.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
- 8.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
- 8.18.6.4. Conducting a mental status exam.
- 8.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 8.18.7.1. Staying in place with:
 - 8.18.7.1.1. Stabilization services;
 - 8.18.7.1.2. A safety plan; and
 - 8.18.7.1.3. Outpatient providers.
 - 8.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 8.18.7.3. Admission to peer respite.
 - 8.18.7.4. Voluntary hospitalization.
 - 8.18.7.5. Initiation of Involuntary Emergency Admission (IEA).
 - 8.18.7.6. Medical hospitalization.
- 8.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:
 - 8.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.
 - 8.19.2. Are provided in the individual and family home, as desired by the individual.
 - 8.19.3. Stabilization services are implemented using methods that include, but are not limited to:

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- 8.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:
 - 8.19.3.1.1. Promoting recovery.
 - 8.19.3.1.2. Building upon life, social and other skills.
 - 8.19.3.1.3. Offering support.
 - 8.19.3.1.4. Facilitating referrals.
- 8.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.
- 8.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:
 - 8.19.3.3.1. Cognitive Behavior Therapy (CBT).
 - 8.19.3.3.2. Dialectical Behavior Therapy (DBT).
 - 8.19.3.3.3. Solution-focused therapy.
 - 8.19.3.3.4. Developing concrete discharge plans.
 - 8.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.
- 8.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.
- 8.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
 - 8.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 8.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.

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- 8.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:
 - 8.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.
 - 8.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
 - 8.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
- 8.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 8.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;
 - 8.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 8.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;
 - 8.20.4.4. Coordinating with homeless outreach services; and
 - 8.20.4.5. Conducting outreach to at-risk seniors programming.
- 8.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
 - 8.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 8.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 8.21.1.2. Facilitate response of dispatched teams; and

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- 8.21.1.3. Resolve the crisis intervention.
- 8.21.2. Connection to the designated resource tracking system.
- 8.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 8.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
 - 8.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 8.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 8.22.2.1. Number of unique individuals who received services.
 - 8.22.2.2. Date and time of mobile arrival.
 - 8.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 8.22.3.1. Diversions from hospitalizations;
 - 8.22.3.2. Diversions from Emergency Rooms;
 - 8.22.3.3. Services provided;
 - 8.22.3.4. Location where services were provided;
 - 8.22.3.5. Length of time service or services provided;
 - 8.22.3.6. Whether law enforcement was involved for safety reasons;
 - 8.22.3.7. Whether law enforcement was involved for other reasons;
 - 8.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 8.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 8.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 8.22.3.10.1. Remained in home.
 - 8.22.3.10.2. Hospitalization.

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- 8.22.3.10.3. Crisis stabilization services.
- 8.22.3.10.4. Crisis apartment.
- 8.22.3.10.5. Emergency department.
- 8.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.
- 8.24. The Contractor shall provide four (4) Community Crisis Beds in an apartment setting, which serve as an alternative to hospitalization and/or institutionalization. The Contractor shall ensure:
 - 8.24.1. Admissions to an apartment for Community Crises Beds are for providing brief psychiatric intervention in a community based environment structured to maximize stabilization and crisis reduction while minimizing the need for inpatient hospitalization.
 - 8.24.2. Community Crisis Beds in an apartment:
 - 8.24.2.1. Include no more than two (2) bedrooms per crisis apartment, which:
 - 8.24.2.2. Are operated with sufficient clinical support and oversight, and peer staffing, as is reasonably necessary to prevent unnecessary institutionalization.
 - 8.24.2.3. Have peer staff and clinical staff available to be onsite, 24 hours per day, seven days per week, whenever necessary, to meet individualized needs.
 - 8.24.2.4. Are available to individuals 18 years and older on a voluntary basis and allow individuals to come and go from the apartment as needed to maintain involvement in and connection to school, work, and other recovery-oriented commitments and/or activities as appropriate to the individual's crisis treatment plan.
 - 8.24.2.5. Are certified under New Hampshire Administrative Rule He-M 1000, Housing, Part 1002, Certification Standards for Behavioral Health Community Residences, and include:
 - 8.24.2.5.1. At least one (1) bathroom with a sink, toilet, and a bathtub or shower;
 - 8.24.2.5.2. Specific sleeping area designated for each individual;

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- 8.24.2.5.3. Common areas shall not be used as bedrooms.
- 8.24.2.5.4. Storage space for each individual's clothing and personal possessions;
- 8.24.2.5.5. Accommodations for the nutritional needs of the individual; and.
- 8.24.2.5.6. At least one (1) telephone for incoming and outgoing calls.
- 8.24.3. Crisis intervention, stabilization services, and discharge planning services are provided by the members of the regional rapid response team as clinically appropriate.
- 8.24.4. Ongoing safety assessments are conducted no less than daily.
- 8.24.5. Assistance with determining individual coping strengths in order to develop a crisis treatment recovery plan for the duration of the stay and a post-stabilization plan.
- 8.24.6. Coordination and provision of referrals for necessary psychiatric services, social services, and substance use services and medical aftercare services.
- 8.24.7. An individual's stay at a crisis apartment is for no more than seven consecutive (7) days, unless otherwise approved in writing by the Department;
- 8.24.8. Transportation for individuals is provided from the site of the crisis to the apartment to their home or other residential setting after stabilization has occurred.
- 8.24.9. Any staff member providing transportation has:
 - 8.24.9.1. A valid driver's license.
 - 8.24.9.2. A State inspected vehicle.
 - 8.24.9.3. Proof of vehicle insurance.
- 8.24.10. Provision of a list of discharge criteria from the crisis apartments and related policies and procedures regarding the apartment beds to the Department within thirty (30) days of the contract effective date for Department approval.
- 8.24.11. Peer Support Specialists engage individuals through methods including, but not limited to Intentional Peer Support (IPS).
- 8.24.12. Reports are submitted to the Department for Crisis Apartments in the format and frequency determined by the Department that includes but is not limited to:

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8.24.12.1. Admission and Discharge Dates.

8.24.12.2. Discharge disposition (community or higher level of care).

8.24.12.3. Number of referrals refused for admission.

9. Adult Assertive Community Treatment (ACT) Teams

9.1. The Contractor shall maintain two (2) Adult ACT Teams both of which meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00am. The Contractor shall ensure:

9.1.1. Each Adult ACT Team delivers comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.

9.1.2. Each Adult ACT Team is composed of at least ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent certified peer specialist.

9.1.3. Each Adult ACT Team includes an individual trained to provide substance misuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.

9.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who has no more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.

9.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:

9.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.


9.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.

9.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:

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- 9.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
- 9.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
- 9.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 9.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with Department contracted Medicaid Managed Care Organizations. The Contractor shall:
 - 9.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
 - 9.4.2. Screen for ACT per Administrative Rule He-M 426.08, Psychotherapeutic Services.
 - 9.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
 - 9.4.4. Make a referral for an ACT assessment within (7) days of:
 - 9.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.
 - 9.4.4.2. An individual being referred for an ACT assessment and ensure assessments for ACT services are completed within seven (7) days.
 - 9.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
 - 9.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to ^{OS} 

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- 9.4.6.1. Extended hospitalization or incarceration.
- 9.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 9.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 9.4.7.1. To exceed caseload size requirements, or
 - 9.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.
- 10. Evidence-Based Supported Employment (EBSE)**
 - 10.1. The Contractor shall gather employment status for all adults with Severe Mental Illness (SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
 - 10.2. The Contractor shall report the employment status for all adults with SMI/SPMI to the Department in the format, content, completeness, and timelines specified by the Department, ensuring individuals indicating a need for EBSE receive services.
 - 10.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment team within seven (7) days.
 - 10.4. The Contractor shall deem the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
 - 10.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.
 - 10.6. The Contractor shall ensure EBSE services include, but are not limited to:
 - 10.6.1. Job development.
 - 10.6.2. Work incentive counseling.
 - 10.6.3. Rapid job search.
 - 10.6.4. Follow along supports for employed individuals.
 - 10.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
 - 10.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:

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- 10.7.1. Work with the Department to identify solutions to meet the demand for services; and
- 10.7.2. Implement such solutions within 45 days.
- 10.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 10.9. The Contractor shall ensure SE staff receive:
 - 10.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.
 - 10.9.2. A minimum of 7 hours of advanced SE Job Development Training, within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.

11. Work Incentives Counselor Capacity Building

- 11.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 11.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
 - 11.2.1. Connecting individuals to and assisting individuals with applying for Vocational Rehabilitation services, ensuring a smooth referral transition.
 - 11.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
 - 11.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.
- 11.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
 - 11.3.1. Increase financial independence;
 - 11.3.2. Accept pay raises; or
 - 11.3.3. Increase earned income.
- 11.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
 - 11.4.1. SSA disability programs;

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- 11.4.2. SSI income programs;
- 11.4.3. Medicaid, Medicare;
- 11.4.4. Housing Programs; and
- 11.4.5. Food stamps and food subsidy programs.
- 11.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
 - 11.5.1. The number of benefits orientation presentations provided to individuals.
 - 11.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 11.5.3. The number of individuals who engage in SE services.
 - 11.5.3.1. Percentage of individuals seeking part-time employment.
 - 11.5.3.2. Percentage of individuals seeking full-time employment.
 - 11.5.3.3. The number of individuals who increase employment hours to part-time and full-time.
- 11.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 11.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.
- 11.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
 - 11.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 11.8.2. An increase in Individual Placement in both part-time and full-time employment and;
 - 11.8.3. Improved fidelity outcomes specifically targeting:
 - 11.8.3.1. Work Incentives Planning
 - 11.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.

12. Coordination of Care from Residential or Psychiatric Treatment Facilities

The Community Council of Nashua, N.H.

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- 12.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
- 12.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
- 12.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 12.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
- 12.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 12.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.
- 12.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.

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- 12.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 12.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 12.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenciff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenciff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenciff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

13. COORDINATED CARE AND INTEGRATED TREATMENT

13.1. Primary Care

- 13.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.
- 13.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:
 - 13.1.2.1. Monitor health;
 - 13.1.2.2. Provide medical treatment as necessary; and
 - 13.1.2.3. Engage in preventive health screenings.
- 13.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 13.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in

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the event an individual refuses to provide consent to release information.

13.2. Substance Misuse Treatment, Care and/or Referral

13.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:

13.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.

13.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual that screens positive for substance use.

13.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.

13.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.

13.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.

13.3. Area Agencies

13.3.1. The Contractor shall collaborate with the Area Agency that serves the region to address processes that include:

13.3.1.1. Enrolling individuals for services who are dually eligible for both organizations.

13.3.1.2. Ensuring transition-aged clients are screened for the presence of mental health and developmental supports and refer, link and support transition plans for youth leaving children's services into adult services identified during screening.

13.3.1.3. Following the "Protocol for Extended Department Stays for Individuals served by Area Agency" issued December 1, 2017 by the State of New Hampshire Department of Health and Humans Services, as implemented by the regional Area Agency.

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- 13.3.1.4. Facilitating collaborative discharge planning meetings to assess individuals who are leaving NHH to re-engage them with both the CMHC and Area Agency representatives.
- 13.3.1.5. Ensuring annual training is designed and completed for intake, eligibility, and case management for dually diagnosed individuals and that attendee's include intake clinicians, case-managers, service coordinators and other frontline staff identified by both CMHC's and Area Agencies. The Contractor shall ensure the training utilizes the Diagnostic Manual for Intellectual Disability 2 that is specific to intellectual disabilities, in conjunction with the DSM V.
- 13.3.1.6. Planning for each person who receives dual case management by outlining the responsibilities of each organization and expectations for collaboration between the organizations.
- 13.3.1.7. Participating in shared service annual treatment meetings to assess quality and progress towards treatment goals as well as monitoring continued need for dual services when waivers are required for services between agencies.

13.4. Peer Supports

- 13.4.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:
 - 13.4.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.
 - 13.4.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.
 - 13.4.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.

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13.5. Transition of Care with MCO's

13.5.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

14. Prohealth Coordinated and Collaborative Care Program

14.1. The Contractor shall develop and provide population-level health, prevention, outreach, education, health and mental health screening, motivational enhancement, and referral to treatment for individuals including but not limited to youth and cultural and/or linguistic and sexual and/or gender minorities.

14.2. The Contractor shall incorporate person-centered health and mental health screenings with each individual's goals into to the intake, quarterly reassessments, treatment plans, shared plan of care, team meetings, and communications within the CMHC and Federally Qualified Health Center (FQHC).

14.3. The Contractor shall develop and implement population health initiatives for individuals with more complex needs to achieve target behavioral and physical outcomes. The Contractor shall:

14.3.1. Utilize routine registries of individuals' behavioral and physical health indicators, referrals, and outcomes within seventy-five (75) days of the contract effective date.

14.3.2. Follow-up with individuals to provide motivational enhancement and referrals for case management, integrated services, and evidence-based practice (EBP) integrated treatment as described in this agreement, as needed when the individual's behavioral and physical health target outcomes are not met.

14.4. The Contractor shall re-engage individuals who begin to dis-engage from care, in order to prevent premature discharge, and assist with coordination tracking, follow-up, and integration of physical and behavioral health care for individuals with more complex needs.

14.5. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles as described by the Department that include, but are not limited to:

14.5.1. Care coordinator(s).

14.5.2. Community health worker(s) and peer expert(s).

14.5.3. Information technology support.

14.6. The Contractor shall reports and documentation to the Department that include, but are not limited to:

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- 14.6.1. Real-time and quarterly reports of de-identified and aggregate data that document outcomes of and demonstrate value in services provided as identified in this agreement, which is collected in collaboration with and submitted to the Department or a contracted designee of the Department, and the SAMHSA through secure portals.
- 14.6.2. Written documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and Portability Act Stage 2 of meaningful use within six (6) months of the contract effective date.
- 14.6.3. Written documentation of self-assessment that reflects plans to mirror certification or national accreditation standards in the delivery of coordinated, collaborative, and integrated care.

15. PROHEALTH INTEGRATED HEALTH HOME

- 15.1. The Contractor shall provide a person-centered Integrated Health Home aligned with a health integration model described by SAMHSA and Health Resources & Services Administration (HRSA) to ensure integrated delivery of services to individuals with SMI, SPMI, and/or SED by a multidisciplinary team of health and mental health professionals that include, but are not limited to:
 - 15.1.1. Primary care service providers.
 - 15.1.2. Community behavioral health care service providers.
 - 15.1.3. Wellness service providers.
- 15.2. The Contractor shall enter into an agreement with an FQHC, approved by the HRSA, Medicare, Medicaid, and, as appropriate, Clinical Laboratory Improvement Amendment (CLIA) to deliver primary care and laboratory collection, as necessary and allowed onsite at the Contractor's location, in addition to other services in this agreement.
- 15.3. The Contractor shall provide co-located FQHC-delivered integrated primary care screenings, detection, treatment planning, and treatment of physical health conditions.
- 15.4. The Contractor shall deliver well-child and well-adult screenings, physical exams, immunizations and primary care treatment of physical illnesses and promote recommendations identified by:
 - 15.4.1. Bright Futures of the American Academy of Pediatrics.
 - 15.4.2. The United States Preventative Services Task Force.
 - 15.4.3. FQHCs, including recommendations relative to early screening of cardiovascular disease.

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- 15.5. The Contractor shall deliver, or refer individuals to, evidence-based practice (EBP) treatment services and integrated treatment, as needed, based on the outcomes of the physical health and wellness screenings and assessments.
- 15.6. The Contractor shall deliver integrated evidence-based screenings, treatment planning and treatment to individuals with behavioral health conditions with SMI, SPMI, and/or SED at evidence-based intervals.
- 15.7. The Contractor shall screen individuals for:
 - 15.7.1. Trauma, depression and substance misuse;
 - 15.7.2. Medication misuse;
 - 15.7.3. Involvement or interest in employment and/or education;
 - 15.7.4. Need for Adult ACT Team services; and
 - 15.7.5. Desire for symptom management.
- 15.8. The Contractor shall provide EBP mental health services to individuals with SMI, SPMI, and/or SED in a stepped approach that ensures feasibility and high quality program implementation. The Contractor shall ensure services include, but are not limited to:
 - 15.8.1. Illness Management and Recovery.
 - 15.8.2. Trauma Focused Cognitive Behavioral Therapy.
 - 15.8.3. Pharmacological treatment promoting the use of Decision Aid for Psychopharmacology.
- 15.9. The Contractor shall maintain staff or subcontractors at the FQHC with experience, credentials, and roles, as described by the Department, that include but are not limited to:
 - 15.9.1. Site project director.
 - 15.9.2. Primary care advanced practice nurse or provider(s).
 - 15.9.3. Primary care medical assistant(s).
 - 15.9.4. Interview and data entry staff.
- 15.10. The Contractor shall collaborate with the FQHC to develop a quality improvement plan for Department approval. The Contractor shall ensure participation in meetings for quality improvement plan development by personnel that include:
 - 15.10.1. The clinical director;
 - 15.10.2. The children's mental health director;
 - 15.10.3. Peer experts.

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15.11. The Contractor shall submit documentation and reports to the Department that include, but are not limited to:

15.11.1. Quarterly reports, due by the fifteenth (15) day of the month prior to the close of the quarter, that include brief narratives of progress, training, and plans, policies, procedures, templates, and guidance changed to align with integration and wellness, in a format requested by the Department.

15.11.2. Quarterly reports of aggregated medical history and primary care provider and quarterly documented contact with primary care provider, past year physical exam and wellness visit documentation, in collaboration with and submitted to the Department or a contracted designee of the Department in a format and transmittal approved by the Department.

15.11.3. Quarterly reports of de-identified height, weight, body mass index (BMI), waist circumference, blood pressure, tobacco use and/or breath carbon monoxide, plasma glucose, and lipid documentation from the SAMHSA SPARS portal.

15.11.4. Quarterly quality improvement plans.

15.11.5. Quarterly reports on plans for sustainability that identify the policy and financing changes required to sustain project activities within one (1) month of the contract effective date.

15.11.6. Documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and Portability Act Stage 2 of meaningful use, which may include a manual process for sharing documents.

15.11.7. Documentation of the review of self-assessment tools towards certification or accreditation recognized nationally for the delivery of integrated care, including but not limited to certification as a Certified Community Behavioral Health Clinic or other certification necessary for providing services in this agreement.

16. Prohealth Wellness Interventions and Health Counseling

16.1. The Contractor shall provide individuals with, or refer individuals to, wellness programs that include multiple options tailored to individuals and that include health coaches to assist individuals with selecting options that best match individual needs and interests.

16.2. The Contractor shall ensure options include, but are not limited to:

16.2.1. One-time brief Motivational Enhancement interventions; Let's Talk About Smoking (LTAS), Vaping Education, Let's Talk About Feeling Good (LTAFG), and health education.

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- 16.2.2. Access to medications associated with wellness interventions, including but not limited to:
 - 16.2.2.1. Nicotine replacement therapy (NRT).
 - 16.2.2.2. NRT starter packs.
 - 16.2.2.3. Onsite prescribing and pharmacy to maintain NRT supply.
 - 16.2.2.4. Access other smoking cessation medication, which may include but is not limited to, varenicline and/or bupropion.
- 16.2.3. An individual one-time prevention contact and population level prevention initiatives that include materials for motivational enhancement, resources, and referrals for youth younger than sixteen (16) years of age.
- 16.2.4. The Breathe Well Live Well (BWLW) program with Care2Quit designed for smokers with SMI, SPMI, or SED, and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and quit attempts. The Contractor shall ensure BWLW includes counseling of an individual in the natural support system of the individual using Care2Quit curriculum, referral for cessation pharmacotherapy, and incentives for participation and quit attempts.
- 16.2.5. The Healthy Choices Healthy Changes (HCHC) program designed for individuals with SMI, SPMI, and/or SED who are overweight or obese and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and acquisition of healthy habits and weight management. The Contractor shall ensure HCHC includes:
 - 16.2.5.1. A gym membership for twelve (12) months;
 - 16.2.5.2. A wellness specialist and an InSHAPE health mentor;
 - 16.2.5.3. A Weight Watchers membership for one (1) year.
 - 16.2.5.4. The Weight Watchers mobile application for individuals who are 18 years of age and older or the MyFitnessPal mobile application for youth younger than 18 years of age; and
 - 16.2.5.5. A structured incentives program for participation and initiating behavior change.
- 16.2.6. Referrals and facilitated community engagement in wellness treatment services, including but not limited to:

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- 16.2.6.1. A web-based application and text subscriptions.
 - 16.2.6.2. New Hampshire Helpline telephone counseling services.
 - 16.2.6.3. MyLifeMyQuit.
 - 16.2.6.4. Tobacco and obesity education.
 - 16.2.6.5. Diabetes education programs.
 - 16.2.6.6. Other related programs in this agreement based on the outcomes of health screening and treatment planning goals identified above.
- 16.3. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles, as described by the Department, that include but are not limited to:
- 16.3.1. Wellness specialist(s).
 - 16.3.2. Health mentor(s).
- 17. Supported Housing**
- 17.1. The Contractor shall stand up a minimum of six (6) new supported housing beds including, but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:
- 17.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:
 - 17.1.1.1. Type of supported housing beds.
 - 17.1.1.2. Staffing plan.
 - 17.1.1.3. Anticipated location.
 - 17.1.1.4. Implementation timeline.
 - 17.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:
 - 17.1.2.1. Number of referrals received.
 - 17.1.2.2. Number of individuals admitted.
 - 17.1.2.3. Number of people transitioned into other local community residential settings.
- 18. CANS/ANSA or Other Approved Assessment**
- 18.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:

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- 18.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
 - 18.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.
- 18.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.
- 18.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:
 - 18.3.1. Utilized to develop an individualized, person-centered treatment plan.
 - 18.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.
 - 18.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
 - 18.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
- 18.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.
- 18.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.
- 18.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 18.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.

19. Pre-Admission Screening and Resident Review

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- 19.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
- 19.2. Upon request by the Department, the Contractor shall:
 - 19.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
 - 19.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
 - 19.2.2.1. Requires nursing facility care; and
 - 19.2.2.2. Has active treatment needs.

20. Application for Other Services

- 20.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contractor shall assist with applications that may include, but are not limited to:
 - 20.1.1. Medicaid.
 - 20.1.2. Medicare.
 - 20.1.3. Social Security Disability Income.
 - 20.1.4. Veterans Benefits.
 - 20.1.5. Public Housing.
 - 20.1.6. Section 8 Subsidies.

21. Community Mental Health Program (CMHP) Status

- 21.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.
- 21.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C: 3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

22. Quality Improvement

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- 22.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 22.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
 - 22.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 22.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 22.2.3. Support the efforts of the Department to conduct the survey.
 - 22.2.4. Encourage all individuals sampled to participate.
 - 22.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 22.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 22.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.

23. Maintenance of Fiscal Integrity

- 23.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.
- 23.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 23.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:
 - 23.3.1. Days of Cash on Hand:
 - 23.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.
 - 23.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting

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period. The short-term investments as used above must mature within three (3) months and should not include common stock.

23.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.

23.3.2. Current Ratio:

23.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.

23.3.2.2. Formula: Total current assets divided by total current liabilities.

23.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.

23.3.3. Debt Service Coverage Ratio:

23.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.

23.3.3.2. Definition: The ratio of Net Income to the year to date debt service.

23.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.

23.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).

23.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.

23.3.4. Net Assets to Total Assets:

23.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.

23.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.

23.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.

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- 23.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
- 23.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 23.4. In the event that the Contractor does not meet either:
- 23.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
- 23.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
- 23.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
- 23.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
- 23.4.2.3. The Department may request additional information to assure continued access to services.
- 23.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 23.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement
- 23.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.
- 23.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 23.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a

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combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.

- 23.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.

24. Reduction or Suspension of Funding

- 24.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8 of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
- 24.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.
- 24.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:
- 24.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.
 - 24.3.2. Emergency services for all individuals.
 - 24.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.
 - 24.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C: 50 and NH Administrative Rule He-M 609.

25. Elimination of Programs and Services by Contractor

- 25.1. The Contractor shall provide a minimum thirty (30) calendar day's written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.
- 25.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.
- 25.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.

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- 25.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.
- 25.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.
- 25.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

26. Data Reporting

- 26.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.
- 26.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 26.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 26.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 26.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
 - 26.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
 - 26.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
 - 26.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.

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- 26.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
- 26.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 26.5.5.1. All data is formatted in accordance with the file specifications;
 - 26.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 26.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 26.6. The Contractor shall meet the following standards:
 - 26.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 26.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
 - 26.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 26.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
 - 26.7.1. The waiver length shall not exceed 180 days.
 - 26.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
 - 26.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
 - 26.7.4. Failure of the Contractor to implement the plan may require:
 - 26.7.4.1. Another plan; or
 - 26.7.4.2. Other remedies, as specified by the Department.

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27. Behavioral Health Services Information System (BHSIS)

- 27.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:
- 27.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:
 - 27.2.1. Rewrites to database and/or submittal routines.
 - 27.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.
 - 27.2.3. Software and/or training purchased to improve data collection.
 - 27.2.4. Staff training for collecting new data elements.
 - 27.2.5. Development of any other BMHS-requested data reporting system.
- 27.3. Progress Reports from the Contractor that:
 - 27.3.1. Outline activities related to Phoenix database;
 - 27.3.2. Include any costs for software, scheduled staff trainings; and
 - 27.3.3. Include progress to meet anticipated deadlines as specified.

28. PATH Services

- 28.1. The Contractor shall provide services through the Projects for Assistance in Transition from Homelessness (PATH) program in compliance with the Federal Public Health Services Act, Section 522(b) (10), Part C to individuals who are homeless or at imminent risk of being homeless and who are believed to have Severe Mental Illness (SMI), or SMI and a co-occurring substance use disorder.
- 28.2. The Contractor shall ensure PATH services include, but are not limited to:
 - 28.2.1. Outreach.
 - 28.2.2. Screening and diagnostic treatment.
 - 28.2.3. Staff training.
 - 28.2.4. Case management.
- 28.3. The Contractor shall ensure PATH case management services include; but are not limited to:
 - 28.3.1. Assisting eligible homeless individuals with obtaining and coordinating services, including referrals for primary health care.
 - 28.3.2. Assisting eligible individuals with obtaining income support services, including, but not limited to:

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- 28.3.2.1. Housing assistance.
- 28.3.2.2. Food stamps.
- 28.3.2.3. Supplementary security income benefits.
- 28.4. The Contractor shall acknowledge that provision of PATH outreach services may require a lengthy engagement process and that eligible individuals may be difficult to engage, and may or may not have been officially diagnosed with a mental illness at the time of outreach activities.
- 28.5. The Contractor shall identify a PATH worker to:
 - 28.5.1. Conduct outreach, early intervention, case management, housing and other services to PATH eligible clients.
 - 28.5.2. Participate in periodic Outreach Worker Training programs scheduled by the Bureau of Homeless and Housing Services; and
 - 28.5.3. Provide housing supports, as identified by the Department.
- 28.6. The Contractor shall comply with all reporting requirements under the PATH Grant.
- 28.7. The Contractor shall be licensed to provide client level data into the New Hampshire Homeless Management Information System (NH HMIS).
- 28.8. The Contractor shall be familiar with and follow NH-HMIS policy, including specific information that is required for data entry, accuracy of data entered, and time required for data entry.
- 28.9. Failure to submit reports or enter data into HMIS in a timely manner could result in delay or withholding of reimbursements until such reports are received or data entries are confirmed by the Department.
- 28.10. The Contractor shall ensure that each PATH worker provides outreach through ongoing engagement with individuals who:
 - 28.10.1. Are potentially PATH eligible; and
 - 28.10.2. May be referred to PATH services by street outreach workers, shelter staff, police and other concerned individuals.
- 28.11. The Contractor shall ensure that each PATH worker is available to team up with other outreach workers, police or other professionals in active outreach efforts to engage difficult to engage or hard to serve individuals.
- 28.12. The Contractor shall conduct PATH outreach is conducted wherever PATH eligible clients may be found.
- 28.13. The Contractor shall ensure the designated PATH worker assesses each individual for immediacy of needs, and continues to work with each individual to enhance treatment and/or housing readiness.

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- 28.14. The Contractor shall ensure the PATH worker's continued efforts enhance individual safety and treatment while assisting the individual with locating emergency and/or permanent housing and mental health treatment.
- 28.15. The Department reserves the option to observe PATH performance, activities and documents through this agreement ensuring observations do not unreasonably interfere with Contractor performance.
- 28.16. The Contractor shall inform BHHS of any staffing changes relative to PATH services.
- 28.17. The Contractor shall retain all records related to PATH services the latter of either:
 - 28.17.1. A period of five (5) years following the contract completion date and receipt of final payment by the Contractor; or
 - 28.17.2. Until an audit is completed and all questions are resolved.
- 28.18. The Department reserves the right to make changes to the contract service that do not affect its scope, duration, or financial limitations upon agreement between the Contractor and the Department.

29. Deaf Services

- 29.1. The Contractor shall maintain a Deaf Services Team to provide culturally and linguistically appropriate services to individuals who are deaf or hard of hearing.
- 29.2. The Contractor shall ensure the Deaf Services Team provides services to individuals who would benefit from receiving treatment in American Sign Language (ASL) or with staff who are specially trained to work with the deaf and/or hard of hearing population.
- 29.3. The Contractor shall ensure the Deaf Services Team includes, but is not limited to:
 - 29.3.1. One (1) full time coordinator.
 - 29.3.2. One (1) full time therapist.
 - 29.3.3. One (1) full time case manager.
 - 29.3.4. One (1) sign language interpreter to provide and coordinate interpreting services to ensure language accessibility for staff and clients for all program services and activities in the CMHCs.
 - 29.3.5. Other staff, as needed, to provide essential services to clients.
- 29.4. The Contractor shall ensure all staff of the Deaf Services Team demonstrate understanding of deaf and/or hard of hearing culture and/or fluency in American Sign Language (ASL) as evidenced by training, education or lived experience and at a level sufficient to perform the duties of their position.

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- 29.5. The Contractor shall ensure the coordinator of the Deaf Services Team oversees care coordination for any individuals who are deaf or hard-of-hearing who are receiving care through both the Contractor and another CMHC, New Hampshire Hospital (NHH), or the Secure Psychiatric Unit (SPU) or being referred to care with the Contractor by one of these entities.
- 29.6. The Contractor shall ensure the Deaf Services Team provides education and consultation on culturally and linguistically appropriate behavioral health treatment of individuals who are deaf or hard-of-hearing, as requested by the Department, any CMHCs, NHH or the SPU.
- 29.7. The Contractor shall ensure the Deaf Services Team accepts referrals from Department-supported screening and/or referral entities, including Doorways and the Rapid Response Access Point.
- 29.8. The Contractor shall ensure the Deaf Services Team provides services to individuals who are deaf or hard of hearing across all regions of the state.
- 29.9. The Contractor shall ensure the Deaf Services Team provides consultation to the other nine (9) CMHCs for disposition and treatment planning.
- 29.10. The Contractor shall ensure treatment plans take into consideration the importance of access to culturally and linguistically appropriate services on treatment outcomes and services are client-directed, which may result in:
- 29.10.1. Clients being seen only by the Deaf Services Team through Region 6, while care is shared across the regions; or
- 29.10.2. Clients receiving care through the local CMHC after consultation with the Deaf Services Team.

30. First Episode Psychosis Program

- 30.1. The Contractor shall provide a First Episode Psychosis (FEP) Coordinated Specialty Care (CSC) treatment program that serves youth and adults between sixteen (16) and thirty-five (35) years of age of who are experiencing early symptoms of mental illness.
- 30.2. The Contractor shall ensure the First Episode Psychosis (FEP) Coordinated Specialty Care (CSC) treatment program includes services and principles based on:
- 30.2.1. Shared decision-making;
- 30.2.2. A strengths and resiliency focus;
- 30.2.3. Recognition of the need for motivational enhancement;
- 30.2.4. A psychoeducational approach;
- 30.2.5. Cognitive behavioral therapy methods; and
- 30.2.6. Collaboration with natural supports.

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- 30.3. The Contractor shall ensure FEP staffing follows expectations of the NAVIGATE model.
- 30.4. The Contractor shall ensure the FEP program enrolls and consistently serves a minimum of twenty (20) individuals at any given time.
- 30.5. The Contractor shall accept enrollees from other CMHC catchment areas, in accordance with a structure and strategy designed in collaboration with the Department, only if program enrollment and services in Region 6 fall beneath full capacity and utilization,
- 30.6. The Contractor shall participate in quarterly update meetings with the Department, which accompany the FEP Steering Committee meetings, to ensure program implementation, enrollment, and updates relative to ongoing activities.
- 30.7. The Contractor shall provide community outreach to ensure knowledge of the program is widespread and available to those in need. The Contractor shall ensure:
 - 30.7.1. Outreach efforts include local community hospitals, housing programs, and schools; and.
 - 30.7.2. Outreach contacts and outcomes are reported on a quarterly basis.
- 30.8. The Contractor shall utilize the CANS/ANSA 2.0. or other Department approved evidence based instruments to measure strengths and needs of the individual at program entry and to track the recovery process thereafter.
- 30.9. The Contractor will provide a sustainability plan for the program, including funding and quality monitoring strategies, to the Department prior to the contract completion date.
- 30.10. The Contractor shall provide regular reports on data and other information requested on a form provided by the Department. The Contractor shall:
 - 30.10.1. Submit monthly reports on contract activities on a monthly basis during program implementation.
 - 30.10.2. Submit enrollment and outcomes data on a monthly basis.
 - 30.10.3. Following successful implementation of services, as determined by NAVIGATE experts and the Department, submit quarterly reports on contract activities to the Department.
 - 30.10.4. Report on program outcomes to the Department, including selected CANS and ANSA elements, or measures from another Department-approved evidence based tool, with other components in a format determined by the Department.

31. Greater Nashua "Rental Housing Subsidy"- A Place To Live

The Community Council of Nashua, N.H.

Exhibit A – Amendment #4

Contractor Initials

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- 31.1. The Contractor shall provide housing assistance to individuals with severe mental illness. The Contractor shall ensure housing assistance includes, but is not limited to:
- 31.1.1. Security deposit assistance to individuals who lack access to, or are not otherwise eligible for, any other local and state assistance programs;
 - 31.1.2. Rental subsidies to individuals who are not eligible, or remain on the waitlist, for other permanent housing vouchers and are homeless or at high risk of becoming homeless. The Contractor shall ensure rental subsidies terminate when the individual receives a permanent housing voucher.
 - 31.1.3. Financial assistance for bedbug infestation treatment, biohazard cleanup, and waste removal when such conditions are causing acute psychiatric needs to heighten due to the unsafe living condition.
 - 31.1.4. Financial assistance for rent arrearages to individuals who lack access to financial assistance and are facing eviction due to non-payment of rent in accordance with the individual's lease agreement.
- 31.2. The Contractor shall ensure a comprehensive housing assessment tool is completed for all requests for assistance to evaluate the individual's household financial needs, legal status, and both immediate and long term housing needs.
- 31.3. The Contractor shall utilize the assessment to refer the individual to all other housing and assistance programs available, prior to providing any rental housing subsidy pursuant to this agreement.
- 31.4. The Contractor shall ensure individuals who are eligible for permanent housing subsidies remain in good standing on all permanent housing subsidy voucher waitlists.
- 31.5. The Contractor shall be available to the individual to provide support and assistance as the individual transitions onto the permanent housing voucher.
- 31.6. The Contractor shall meet with the Department quarterly, or as otherwise requested by the Department, at a mutually agreeable location to review:
- 31.6.1. The individuals currently receiving funding through the rental housing subsidy; and
 - 31.6.2. Each individual's progress toward a permanent housing subsidy, if applicable.

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- 31.7. The Contractor shall submit monthly progress reports to the Department in a format agreed upon by the Department, no later than the fifteen (15) business day of the end of the month that specifies:
- 31.7.1. The amount of rental housing subsidy funds expended and the balance of the rental housing subsidy funds remaining;
 - 31.7.2. The last name, address, total rent, and subsidy payment amount for each rental payment made; and
 - 31.7.3. A description of the use of any rental housing subsidy funds paid for by the Contractor on behalf of the client, other than for a rental payment subsidy, as permissible pursuant to this agreement.

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Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 2.05%, Projects for Assistance in Transition from Homelessness (PATH), as awarded on 9/17/2020, by the U.S. Department of Health and Human Services, CFDA 93.150, FAIN X06SM083717-01
 - 1.2. 7.36%, ProHealth NH: New Hampshire Partnerships to Improve Health & Wellness for Young People with SED and SMI, as awarded on 6/10/2020, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA# 93.243, FAIN# H79SM080245.
 - 1.3. 2.43%, Mental Health Block Grant, as awarded on 2/3/2021, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA# 93.958, FAIN B09SM083816.
 - 1.4. 87.86% General funds.
 - 1.5. 0.30% Other funds. Behavioral Health Services Information System (NHSIS), U.S. Department of Health and Human Services.
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.8, for the services provided by the Contractor pursuant to Exhibit A, Amendment #4 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #4 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget, on a Department-provided template, within twenty (20) business days from the contract effective date, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.

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8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the table below define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units
38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

- 9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770
Emergency Services/Mobile Crisis Services (effective SFY 22)	\$ 61,910	\$ 61,910	\$ 61,910	\$ 61,910	\$ 1,768,077
Mobile Crisis Apartment Occupancy (effective SFY 22)					\$ 143,000
Assertive Community Treatment Team (ACT) - Adults	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
ACT Enhancement Payments		\$ 25,000	\$	\$	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Mental Health Block Grant	\$ 84,000				
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)		\$	\$ 5,000	\$ 5,000	\$ 5,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 3,945	\$ 3,945	\$ 6,000	\$ 6,000	\$ 6,000
Child and Youth Based Programming and Team Based Approaches (BCBH)	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000
PATH Provider (BHS Funding)	\$ 40,300	\$ 40,300	\$ 43,901	\$ 43,901	\$ 43,901
Housing Bridge Start Up Funding		\$ 25,000	\$	\$	\$
General Training Funding		\$ 10,000	\$	\$	\$ 5,000

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System Upgrade Funding	\$	30,000	\$	\$	15,000
Specialty Residential Services			\$	\$	\$
Funding	\$	201,444	\$	201,444	201,444
First Episode Psychosis			\$	\$	\$
Programming	\$	21,500		61,162	60,000
			\$	\$	\$
Deaf Services Funding	\$	326,500	\$	326,500	326,500
					\$
VR Work Incentives		\$	\$	\$	80,000
					\$
System of Care 2.0		\$	\$	\$	263,028
					\$
ProHealth NH Grant		\$	\$	\$	616,574
Total	\$	1,314,869	\$	1,342,369	\$ 1,302,687
				\$ 1,302,687	\$ 4,147,794

- 9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.
- 9.2.1. The Contractor shall provide invoices on Department supplied forms.
- 9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.
- 9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.
- 9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.
- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:
- Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301
- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of \$73.75 per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlined in Exhibit A, Amendment #4 Scope of Services, Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services/Mobile Crisis Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients defined in Exhibit A, Amendment #4 Scope of Services, Provision of Crisis Services. Effective July 1, 2021 the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:

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- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule located at NHMMIS.NH.gov.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services received, the Contractor will directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services they receive, and for operational costs contained in Exhibits B Amendment #4, Method and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor will directly bill the Department to access contract funds provided through this Agreement.
- 9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:
- 9.7.4.1.1. First and last name of client.
- 9.7.4.1.2. Date of birth.
- 9.7.4.1.3. Medicaid ID Number.
- 9.7.4.1.4. Date of Service identifying date, units, and any possible third party reimbursement received.
- 9.7.4.2. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in the Department-approved budget.
- 9.7.4.2.1. The Contractor shall provide a Mobile Crisis Budget within twenty (20) business days from the contract effective date on a Department-provided template for Department approval.
- 9.7.4.2.2. Law enforcement is not an authorized expense.
- 9.8. Crisis Apartments Occupancy: The Contractor shall invoice the Department for the prior month based on the number of beds, the number of days in that month and the daily rate of **\$97.94**. At the end of each quarter the Department will conduct a review of occupancy rates of crisis apartments. The Department may recoup funding to the actual average occupancy rate for the quarter, in whole or in part, if the occupancy rate, on average, is less than 80%.
- 9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by the Department based on the start-up amount of **\$286,848**; the total of all such payments shall not exceed the specified start-up amount total and shall not exceed the total expenses actually incurred by the Contractor for the start-up period. All Department payments to the Contractor for the start-up period shall be made on a cost reimbursement basis.

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #4



Startup Funds	TOTAL COST
IT Consultation & Development	\$31,680
Mobile Response Vehicle	\$70,000
Balance of Original Start-up Budget from Contract ending June 30, 2021	\$175,000
Indirect Cost Limit at 10%	\$10,168

- 9.10. Assertive Community Treatment Team (ACT) Adults: The contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A Amendment #4, Scope of Services, Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$450,000
	Agencies may choose one of the following for a total of 5 (five) one time payments of \$5000.00. Each item may only be reported on one time for payment.	
	<ol style="list-style-type: none"> 1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 or 20 Fidelity Review. 2. Agency receives a 4 or higher score on their SFY 19 or 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services. 	
	ACT Incentives can be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 can be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.	
ACT Enhancements	Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.	\$25,000 in SFY 2019, \$12,500 per SFY for 2022

- 9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #4 Scope of Services.

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #4



- 9.12. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #4 Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION OF RECERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

- 9.13. RENEW Sustainability Continuation: The Department shall reimburse the Contractor for RENEW Activities Outlines in Exhibit A, Amendment #4 Scope of Services, RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed **\$6,000** annually. Funding can be used for training of new facilitators; training for an internal coach; coaching IOD for facilitators, coach, and implementation teams; and travel costs.
- 9.14. PATH Funding: Subject to change based on performance standards, HMIS compliance, SAMHSA requirements, and PATH grant requirements as outlined in Exhibit A, Amendment #4, Scope of Services, PATH Services.
- 9.15. Housing Support Services including Bridge: The Contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #4 Scope of Services effective upon Governor and Executive Council approval for this Amendment, in SFY 2019.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A	One time payment	\$10,000

- 9.16. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.17. System Upgrade Funding: One time funds available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Scope of Services, Amendment #4, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #4, ensuring invoices specify purposes for use of funds.
- 9.18. First Episode Psychosis Funding: Funding to support ongoing implementation and programming outlined in Exhibit A, Amendment #4 Scope of Services, First Episode Psychosis Program. Invoices will only be processed upon receipt of outlined data reports and invoice shall reference contract budget line items.
- 9.19. Deaf Services Funding: Funding to support Deaf Services support to programming and specific staff provisions available as specified in Exhibit A; Amendment #4 Scope of Services.
- 9.20. ProHealth: Payment for ProHealth services shall be made monthly as follows:

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit B Amendment #4

- 9.20.1. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of programming as outlined in Exhibit A, Amendment #4 Scope of Services and shall be in accordance with Department-approved budgets.
- 9.20.2. The Contractor shall submit invoices in a form satisfactory to the State by the twentieth (20th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoices must be completed, signed, dated and returned to the Department in order to initiate payment.
- 9.20.3. The Contractor agrees to keep records of their activities related to Department programs and services.
- 9.20.4. The Contractor shall provide a ProHealth Budget utilizing Department-provided budget templates within twenty (20) business days from the contract effective date, for Department approval.
- 9.21. System of Care 2.0: Funds are available in SFY 2022 to support a School Liaison position and associated program expenses as outlined in the below budget table.

School Liaison and Supervisory Positions & Benefits	\$130,000
Program Staff Travel	\$12,075
Program Office Supplies, Copying and Postage	\$8,700
Implementation Science and MATCH-ADTC Training for CMHC staff	\$7,500
Professional development for CMHC staff in support of grant goals and deliverables	\$30,000
Expenses incurred in the delivery of services not supported by Medicaid, private insurance, or other source	\$60,000
Indirect Costs (not to exceed 6%)	\$14,753
Total	\$263,028

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

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Exhibit K, Amendment #4

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

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Exhibit K, Amendment #4

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7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

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3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative therefrom disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

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access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
 1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

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New Hampshire Department of Health and Human Services

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contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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DHHS Information Security Requirements



VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness.

His Excellency, Governor Christopher T. Sununu
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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title IIID: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

03-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$645,304	\$645,304
2021	102-500731	Contracts for program services	92204117	\$0	\$645,304	\$645,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,108

West Central Services, Inc (Vendor Code 177854-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-8001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-8001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177310-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	92204117	\$1,648,829	\$90,000	\$1,738,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,297,658	\$3,375,768	\$6,673,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,785	\$0	\$746,785
2019	102-500731	Contracts for program services	92204117	\$746,785	\$90,000	\$836,785
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$346,846	\$346,846
2021	102-500731	Contracts for program services	92204117	\$0	\$346,846	\$346,846
		Subtotal		\$701,582	\$783,692	\$1,485,274
Total CMH Program Support				\$12,921,950	\$12,819,304	\$24,840,354

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
2021	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$185,500	\$122,324	\$307,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-85-92-021010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Riverview Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$41,000	\$294,000	\$335,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
		Subtotal		\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,060

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,060
Total Child - Family Services				\$48,020	\$48,020	\$12,040

05-95-42-423610-7928 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$76,500	\$78,468	\$148,968

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
2021	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Seacoast (Vendor Code 177164-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$418,342	\$471,256	\$889,598

05-95-92-020510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
		Subtotal		\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,929,912

\$14,754,904

\$27,704,816



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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Jeffrey A. Meyers
 Commissioner

Katja S. Fox
 Director

129 PLEASANT STREET, CONCORD, NH 03301
 603-271-9200 1-800-852-3345 Ext. 9200
 Fax: 603-271-9200 TDD Access: 1-800-735-2984

November 8, 2018

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend a sole source agreement with Community Council of Nashua, New Hampshire, d/b/a Greater Nashua Mental Health Center at Community Council (Vendor #154112), 100 West Pearl Street, Nashua, NH 03060 for the provision of a First Episode Psychosis Pilot Program, by increasing the price limitation by \$21,500 from \$12,913,412 in the aggregate to an amount not to exceed \$12,934,912 in the aggregate, effective upon Governor and Executive Council approval, with no change to the completion date of June 30, 2019.

The original agreement was approved by the Governor and Executive Council on June 21, 2017 (Late Item #A) and amended on September 13, 2017 (Item #15). 100% Federal Funds.

Summary of contracted amounts by vendor:

Vendor	Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	Conway	\$783,118	\$0	\$783,118
West Central Services/DBA West Central Behavioral Health	Lebanon	\$661,922	\$0	\$661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$673,770	\$0	\$673,770
Riverbend Community Mental Health, Inc.	Concord	\$853,346	\$0	\$853,346
Monadnock Family Services	Keene	\$806,720	\$0	\$806,720
Community Council of Nashua, NH/DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$2,545,738	\$21,500	\$2,567,238
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$3,394,980	\$0	\$3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$1,771,070	\$0	\$1,771,070

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and the Honorable Council
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Vendor	Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$644,626	\$0	\$644,626
The Mental Health Center for Southern New Hampshire/DBA CLM Center for Life Management	Derry	\$778,122	\$0	\$778,122
TOTAL		\$12,913,412	\$21,500	\$12,934,912

The table above represents a total of ten contractors that provide mental health services statewide. The ten contracts were presented to the Governor and Executive Council as a group in previous actions. This Requested Action is for one of the ten contracts.

FISCAL DETAIL ATTACHED

Funds to support this request are available in State Fiscal Year 2019, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, without further approval from Governor and Executive Council, if needed and justified.

EXPLANATION

This request is **sole source** because Greater Nashua Mental Health Center at Community Council currently contracts with the Bureau of Mental Health Services through a **sole source** agreement, and is in the process of implementing of a First Episode Psychosis treatment program. This request adds additional funding to the work that is in progress.

Greater Nashua Mental Health Center at Community Council provides community mental health services for one thousand four hundred seventy-five (1,475) individuals in the Nashua area who are suffering from severe mental illness. These individuals often seek costly services at hospital emergency departments due to the risk of harm to themselves or others. They may have increased contact with local law enforcement, who will not have the services or supports readily available to provide assistance.

Greater Nashua Mental Health Center at Community Council participated successfully in the Recovery After an Initial Schizophrenia Episode (RAISE) model of First Episode Psychosis treatment study several years ago. The success of the RAISE model in treatment of early mental illness is proven and well-documented nationally, through studies such as the one in which the vendor participated.

When the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA) informed all states of the requirement to set aside ten percent (10%) of their federal Mental Health Block Grant Funds to be directed toward the treatment of early mental illness, the Department's Bureau of Mental Health Services budgeted funds for a much-needed First Episode Psychosis program.

All ten (10) Community Mental Health Centers were offered the opportunity to work with the Bureau of Mental Health Services to establish a First Episode Psychosis program. Of these, only Greater Nashua Mental Health Center at Community Council responded in the affirmative.

The source of all funds in this amendment request is the ten percent (10%) of New

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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Hampshire's United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration Mental Health Block Grant that is required by federal law to be "set aside" for early intervention in mental illness.

Clinicians at Greater Nashua Mental Health Center at Community Council are experienced in the treatment of individuals with severe mental illnesses and psychotic symptoms. Their First Episode Psychosis treatment program serves youth and adults in the Nashua area between the ages of fifteen (15) and thirty-five (35) who are experiencing the early symptoms of mental illness. The Contractor's ongoing services within First Episode Psychosis program include:

- (1) Developing program staffing.
- (2) Facility improvements.
- (3) Determining and approving program elements for enrollees.
- (4) Providing assistance to eligible consumers in accordance with He-M 401.
- (5) Assisting with planning for discharge of consumers from New Hampshire Hospital.

While many of the services included in the program are Medicaid-billable, it is additionally expected that between seventy percent (70%) and eighty percent (80%) of the participants in the First Episode Psychosis program will be underinsured and unable to meet the financial burden of paying out of pocket for the full continuum of services. These costs are eligible for federal Block Grant funding.

The most important factor for First Episode Psychosis program success is the hours devoted to community education and outreach. While community outreach does promote treatment of early mental illness, time spent building community partnerships can be extensive and does not directly produce revenue. Federal funds included in this amendment will allow the vendor to devote valuable time to these efforts.

The effectiveness of First Episode Psychosis program services are measured through use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. These individual-level tools measure strengths and needs at program entry and track recovery progress thereafter. Careful measurement and monitoring of individuals, and of the First Episode Psychosis program, will ensure positive and provable recovery outcomes for individuals served, and will decrease expensive psychiatric hospitalizations and law enforcement involvement.

It is the intention of this amendment to support and promote the First Episode Psychosis pilot program and provide assistance to individuals who may be experiencing early symptoms of mental illness in the Nashua area. Additionally, it will assist in preventing chronic mental illness experienced by individuals throughout the state of New Hampshire, by providing funds to be directly applied to New Hampshire's pilot of a First Episode Psychosis program, as a model to be extended statewide in response to United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration requirements.

Should Governor and Executive Council not approve this request, time-limited Mental Health Block Grant set-aside funds will not be fully utilized and will have to be returned to the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration. Preventable increases in the number of individuals waiting for emergency treatment of early onset psychosis and preventable increases in the number of individuals suffering from, and being treated long term for, chronic severe mental illness in the state of New Hampshire will in turn contribute to increased burdens on hospital emergency

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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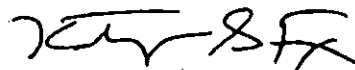
departments and law enforcement agencies.

Area served: Greater Nashua Area primarily and others as referred.

Source of Funds: Amendment is 100% Federal Funds. Total contract is 16.20% Federal Funds from the Substance Abuse Mental Health Services Administration, Block Grant for Community Mental Health Services, Catalog of Federal Domestic Assistance (CFDA) #93.958, FAIN #SM010035-16 and 83.66% General Funds, and .14% Other Funds.

In the event that Federal Funds become no longer available, no additional General Funds will be requested to support this request.

Respectfully submitted



Katja S. Fox

Director

Approved by:



Jeffrey A. Meyers

Commissioner

*The Department of Health and Human Services' Mission is to join communities and families
in providing opportunities for citizens to achieve health and independence.*

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV,
BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other

CFDA #
FAIN

93.778
1705NH5MAP
Vendor # 177222

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249	0	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249	0	379,249
		Sub Total		758,498	0	758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191	0	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191	0	322,191
		Sub Total		644,382	0	644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115	0	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115	0	328,115
		Sub Total		656,230	0	656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653	0	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653	0	381,653
		Sub Total		763,306	0	763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590	0	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590	0	357,590
		Sub Total		715,180	0	715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	1,183,799	0	1,183,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799	0	1,183,799
		Sub Total		2,367,598	0	2,367,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829	0	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829	0	1,646,829
		Sub Total		3,293,658	0	3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765	0	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765	0	746,765
		Sub Total		1,493,530	0	1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543	0	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543	0	313,543
		Sub Total		627,086	0	627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791	0	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791	0	350,791
		Sub Total		701,582	0	701,582
		SUB TOTAL		12,021,050	0	12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL
HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION
100% Federal Funds

CFDA #
FAINN/A
N/A**Northern Human Services**

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000	0	5,000
		Sub Total		10,000	0	10,000
		SUB TOTAL		100,000	0	100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL
HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE

100% General Funds

CFDA #
FAIN

N/A
N/A

Vendor # 177222

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
2019	102/500731	Contracts for Program Services	92102053	-	0	-
		Sub Total		4,000	0	4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	-	0	-
2019	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
		Sub Total		4,000	0	4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	-	0	-
2019	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
		Sub Total		4,000	0	4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	-	0	-
2019	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
		Sub Total		4,000	0	4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	-	0	-
2019	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
		Sub Total		4,000	0	4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
2019	102/500731	Contracts for Program Services	92102053	-	0	-
		Sub Total		4,000	0	4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
2019	102/500731	Contracts for Program Services	92102053	-	0	-
		Sub Total		4,000	0	4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	-	0	-
2019	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
		Sub Total		4,000	0	4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000	0	4,000
2019	102/500731	Contracts for Program Services	92102053	-	0	-
		Sub Total		4,000	0	4,000
		SUB TOTAL		36,000	0	36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD
PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAINN/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310	0	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310	0	5,310
		Sub Total		10,620	0	10,620

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540	0	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540	0	3,540
		Sub Total		7,080	0	7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770	0	1,770
		Sub Total		3,540	0	3,540
		SUB TOTAL		46,020	0	46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV,
HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150
SM016030-14

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250	0	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250	0	36,250
		Sub Total		72,500	0	72,500

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000	0	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000	0	37,000
		Sub Total		74,000	0	74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300	0	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300	0	40,300
		Sub Total		80,600	0	80,600

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121	0	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121	0	40,121
		Sub Total		80,242	0	80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000	0	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000	0	25,000
		Sub Total		50,000	0	50,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500	0	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500	0	29,500
		Sub Total		59,000	0	59,000
		SUB TOTAL		416,342	0	416,342

05-95-92-922010-4120 HEALTH AND HUMAN SERVICES, HHS: DIVISION OF BEHAVIORAL HEALTH, MENTAL HEALTH BLOCK GRANT
100% Federal Funds

CFDA # 93.958

FAIN SM010035-16

Fiscal Year	Class/ Account	Title	Activity Code	Current Budget	Increase/ (Decrease)	Modified Budget
2018	102/500731	Contracts for Prgrm Svcs	92227143	84,000	0	84,000
2019			92227143		21,500	21,500
		SUB TOTAL		84,000	21,500	105,500

2% General Funds, 98% Federal Funds

CFDA #

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV,
BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA # 93.959

FAIN T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	92058502	70,000	0	70,000
2019	102/500731	Contracts for Program Services	92058502	70,000	0	70,000
		SUB TOTAL		140,000	0	140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV,
GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA# 93.043

FAIN 17AANHT3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ Decrease	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000	0	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000	0	35,000
		SUB TOTAL		70,000	0	70,000
		TOTAL		12,913,412	21,600	12,934,912



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

November 21, 2018

Jeffrey A. Meyers, Commissioner
Department of Health and Human Services
State of New Hampshire
129 Pleasant Street
Concord, NH 03301

Dear Commissioner Meyers:

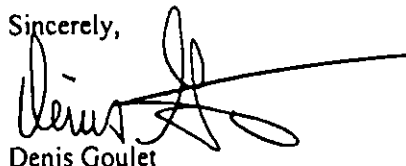
This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to amend a sole source contract agreement with Community Council of Nashua, New Hampshire, d/b/a Greater Nashua Mental Health Center at Community Council, 100 West Pearl Street, Nashua, NH 03060 (Vendor # 154112) as described below and referenced as DoIT No. 2018-074B.

The requested action authorizes the Department of Health and Human Services to enter into a sole source, contract amendment with Greater Nashua Mental Health Center at Community Council to provide continued support for First Episode Psychosis training and Phase 3 HOPE for NH Recovery program implementation.

The funding amount for this amendment is \$21,500.00, increasing the current contract from \$2,545,738.00 to \$2,567,238.00. The contract shall become effective upon Governor and Executive Council approval with no change to the completion date of June 30, 2019.

A copy of this letter should accompany the Department of Health and Human Services' submission to the Governor and Executive Council for approval.

Sincerely,



Denis Goulet

DG/kaf
DoIT #2018-074B

cc: Bruce Smith, IT Manager, DoIT



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

15 mar

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-9200 TDD Access: 1-800-735-2964

August 9, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend a **sole source, retroactive** agreement with Community Council of Nashua, New Hampshire, d/b/a Greater Nashua Mental Health Center at Community Council (Vendor #154112), 100 West Pearl Street, Nashua, NH 03060 for the provision of a First Episode Psychosis Pilot Program, by increasing the price limitation by \$84,000 from \$12,829,412 in the aggregate to an amount not to exceed \$12,913,412 in the aggregate, effective upon Governor and Executive Council approval with no change to the completion date of June 30, 2019. This agreement is **retroactive** to July 1, 2017. The Governor and Executive Council approved the original agreements on June 21, 2017 (Late Item #A). 100% Federal Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	Total Current Budget Amounts	Increase/ (Decrease) Amount	Revised Budget Amounts
Northern Human Services	Conway	\$783,118	\$0	\$783,118
West Central Services/DBA West Central Behavioral Health	Lebanon	\$661,922	\$0	\$661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$673,770	\$0	\$673,770
Riverbend Community Mental Health, Inc.	Concord	\$853,346	\$0	\$853,346
Monadnock Family Services	Keene	\$806,720	\$0	\$806,720
Community Council of Nashua, NH/DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$2,461,738	\$84,000	\$2,545,738
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$3,394,980	\$0	\$3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$1,771,070	\$0	\$1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$644,626	\$0	\$644,626

His Excellency, Governor Christopher T. Sununu

and the Honorable Council

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Vendor	New Hampshire Locations	Total Current Budget Amounts	Increase/ (Decrease) Amount	Revised Budget Amounts
The Mental Health Center for Southern New Hampshire/DBA CLM Center for Life Management	Derry	\$778,122	\$0	\$778,122
TOTAL		\$12,829,412	\$84,000	\$12,913,412

Funds to support this request are available in State Fiscal Years 2018 and 2019, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office if needed and justified, without approval from Governor and Executive Council.

FISCAL DETAIL ATTACHED

EXPLANATION

The table above in the Requested Action represents a total of ten Vendors that provide mental health services statewide and were presented to Governor and Executive Council as a group in previous actions. This Requested Action only is for one of the ten Vendors.

This request to provide much needed support for First Episode Psychosis training and program implementation is sole source because Greater Nashua Mental Health Center at Community Council currently contracts with the Bureau of Mental Health Services through a sole source agreement and it is the most appropriate site for the implementation of a First Episode Psychosis treatment program. This vendor is the most appropriate because they (1) provide community-based mental health treatment; (2) have participated in a research study for the First Episode Psychosis program; (3) are the only New Hampshire Community Mental Health Center with the willingness and capacity to pilot the First Episode Psychosis program, and (4) have already begun the training process and this amendment will allow them to continue that process. The request is for the amendment to be retroactive to July 1, 2017 because the Department intended for the First Episode Psychosis treatment program to be included in the original agreement.

Greater Nashua Mental Health Center at Community Council provides community mental health services for one thousand four hundred seventy-five (1,475) individuals in the Nashua area who are suffering from severe mental illness. These individuals often seek costly services at hospital emergency departments due to the risk of harm to themselves or others. They may have increased contact with local law enforcement, who will not have the services or supports readily available to provide assistance.

Greater Nashua Mental Health Center at Community Council participated successfully in the Recovery After an Initial Schizophrenia Episode (RAISE) model of First Episode Psychosis treatment study several years ago. The success of the RAISE model in treatment of early mental illness is proven and well-documented nationally, through studies such as the one in which the vendor participated.

When the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA) informed all states of the requirement to set aside ten percent (10%) of their federal Mental Health Block Grant Funds to be directed toward the treatment of early mental illness, the Department's Bureau of Mental Health Services budgeted funds for a much-needed First Episode Psychosis program. No such programs currently exist in this state.

All ten (10) Community Mental Health Centers were offered the opportunity to work with the Bureau of Mental Health Services to establish a First Episode Psychosis program. Of these, only Greater Nashua Mental Health Center at Community Council responded in the affirmative. The funds requested by this amendment are in response to a statement of need that accompanied this offer by the vendor.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 3 of 4

The source of all funds in this amendment request is the ten percent (10%) of New Hampshire's United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration Mental Health Block Grant that is required by federal law to be "set aside" for early intervention in mental illness.

Clinicians at Greater Nashua Mental Health Center at Community Council are experienced in the treatment of individuals with severe mental illnesses and psychotic symptoms. Their First Episode Psychosis treatment program serves youth and adults in the Nashua area between the ages of fifteen (15) and thirty-five (35) who are experiencing the early symptoms of mental illness.

Greater Nashua Mental Health Center at Community Council already has an established First Episode Psychosis treatment team. They have received the initial phase of First Episode Psychosis treatment training and are poised for the next phase of the training.

For a First Episode Psychosis program to be successful, the vendor's startup tasks and costs to be reimbursed by federal Block Grant funds need to include: (1) developing program staffing, (2) facility improvements, (3) determining and approving program elements for enrollees, and (4) a billing structure to pay for enrollee services. While many of the services included in the program are Medicaid-billable, it is additionally expected that between seventy percent (70%) and eighty percent (80%) of the participants in the First Episode Psychosis program will be underinsured and unable to meet the financial burden of paying out of pocket for the full continuum of services. These costs are eligible for federal Block Grant funding.

The most important factor for First Episode Psychosis program success is the hours devoted to community education and outreach. While community outreach does promote treatment of early mental illness, time spent building community partnerships can be extensive and does not directly produce revenue. Federal funds included in this amendment will allow the vendor to devote valuable time to these efforts.

The effectiveness of First Episode Psychosis program services will be measured through use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. These individual-level tools measure strengths and needs at program entry and track recovery progress thereafter. Careful measurement and monitoring of individuals, and of the First Episode Psychosis program, will ensure positive and provable recovery outcomes for individuals served, and will decrease expensive psychiatric hospitalizations and law enforcement involvement.

It is the intention of this amendment to support and promote the First Episode Psychosis pilot program and provide assistance to individuals who may be experiencing early symptoms of mental illness in the Nashua area. Additionally, it will assist in preventing chronic mental illness experienced by individuals throughout the state of New Hampshire, by providing funds to be directly applied to New Hampshire's pilot of a First Episode Psychosis program, as a model to be extended statewide in response to United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration requirements.

Should Governor and Executive Council not approve this request, time-limited Mental Health Block Grant set-aside funds will not be fully utilized and will have to be returned to the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration. Preventable increases in the number of individuals waiting for emergency treatment of early onset psychosis and preventable increases in the number of individuals suffering from, and being treated long term for, chronic severe mental illness in the state of New Hampshire will in turn contribute to increased burdens on hospital emergency departments and law enforcement agencies.

Area served: Greater Nashua Area primarily and others as referred.

Source of Funds: Amendment is 100% Federal Funds. Total contract is 7.2% Federal Funds from the Substance Abuse Mental Health Services Administration, Block Grant for Community Mental Health Services, Catalog of Federal Domestic Assistance (CFDA) #93.958, FAIN #SM010035-16 and 83.8% General Funds.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 4 of 4

In the event that Federal Funds become no longer available, no additional General Funds will be requested to support this request.

Respectfully submitted



Katja S. Fox

Director

Approved by:



Jeffrey A. Meyers

Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT

88.2% General Funds; 11.65% Federal Funds; .15% Other

CFDA # 93.778

FAIN

1705NH5MAP

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount	Increase/ (Decrease)	Modified Budget
2018	102/500731	Contracts for Prgrm Svcs	TBD	\$1,183,799	\$0	\$1,183,799
2019	102/500731	Contracts for Prgrm Svcs	TBD	\$1,183,799	\$0	\$1,183,799
		Sub Total		\$2,367,598	\$0	\$2,367,598

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION

100% Federal Funds

CFDA #

N/A

FAIN

N/A

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount	Increase/ (Decrease)	Modified Budget
2018	102/500731	Contracts for Prgrm Svcs	92204121	\$5,000	\$0	\$5,000
2019	102/500731	Contracts for Prgrm Svcs	92204121	\$5,000	\$0	\$5,000
		Sub Total		\$10,000	\$0	\$10,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES

100% General Funds

CFDA #

N/A

FAIN

N/A

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount	Increase/ (Decrease)	Modified Budget
2018	550/500398	Contracts for Prgrm Svcs	42105824	\$1,770	\$0	\$1,770
2019	550/500398	Contracts for Prgrm Svcs	42105824	\$1,770	\$0	\$1,770
		Sub Total		\$3,540	\$0	\$3,540

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT

100% Federal Funds

CFDA #

93.150

FAIN

SM016030-14

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount	Increase/ (Decrease)	Modified Budget
2018	102/500731	Contracts for Prgrm Svcs	42307150	\$40,300	\$0	\$40,300
2019	102/500731	Contracts for Prgrm Svcs	42307150	\$40,300	\$0	\$40,300
		Sub Total		\$80,600	\$0	\$80,600

05-95-92-922010-4120 HEALTH AND HUMAN SERVICES, HHS: DIVISION OF BEHAVIORAL HEALTH, MENTAL HEALTH BLOCK GRANT

100% Federal Funds

CFDA #

93.958

FAIN

SM010035-16

Fiscal Year	Class/ Account	Title	Activity Code	Current Budget	Increase/ (Decrease)	Modified Budget
2018	102/500731	Contracts for Prgrm Svcs	92227143	\$0	\$84,000	\$84,000
		Sub Total		\$0	\$84,000	\$84,000
		Total		\$2,461,738	\$84,000	\$2,545,738



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

August 22, 2017

Jeffrey A. Meyers, Commissioner
Department of Health and Human Services
State of New Hampshire
129 Pleasant Street
Concord, NH 03301

Dear Commissioner Meyers:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to amend a sole source, retroactive contract agreement with Community Council of Nashua, New Hampshire, d/b/a Greater Nashua Mental Health Center at Community Council, 100 West Pearl Street, Nashua, NH 03060 (Vendor # 154112) of Manchester, NH as described below and referenced as DoIT No. 2018-074A.

The requested action authorizes the Department of Health and Human Services to enter into a sole source, retroactive contract amendment with Greater Nashua Mental Health Center at Community Council to provide needed support for First Episode Psychosis training and program implementation. The request is for the amendment to be retroactive to July 1, 2017 because the Department intended for the First Episode Psychosis treatment program to be included in the original agreement.

The funding amount for this amendment is \$84,000.00, increasing the current contract from \$2,461,738.00 to \$2,545,738.00. The contract shall become effective upon Governor and Council with no change to the completion date of June 30, 2019. This is retroactive to July 1, 2017.

A copy of this letter should accompany the Department of Health and Human Services' submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Goulet", written over a horizontal line.

Denis Goulet

DG/kaf
DoIT #2018-074A

cc: Bruce Smith, IT Manager, DoIT



#A mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

Jeffrey A. Meyers
 Commissioner

Katja S. Fox
 Director

129 PLEASANT STREET, CONCORD, NH 03301
 603-271-9422 1-800-852-3345 Ext. 9422
 Fax: 603-271-8431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 9, 2017

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into **sole source** Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, .14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,885	\$ 338,885	\$ 673,770
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,230,869	\$1,230,869	\$ 2,461,738
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IIID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, .14% Other Funds from Behavioral Health Services Information System, and 84.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted



Katja S. Fox
Director

Approved by:



Jeffrey A. Meyers
Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

**05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other**

**CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222**

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653
		Sub Total		763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,183,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,367,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community				Vendor # 177278
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION
100% Federal Funds

CFDA # N/A
FAIN N/A

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

**05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds**

**CFDA # N/A
FAIN N/A**

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000
		SUB TOTAL		36,000

**05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds**

**CFDA # N/A
FAIN N/A**

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.				Vendor # 177184
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN93.150
SM016030-14

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES

2% General Funds, 98% Federal Funds

CFDA #

93.959

FAIN

T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS

100% Federal Funds

CFDA #

93.043

FAIN

17AANHT3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
 27 Hazen Dr., Concord, NH 03301
 Fax: 603-271-1516 TDD Access: 1-800-735-2964
 www.nh.gov/doit

Denis Goulet
 Commissioner

June 16, 2017

Jeffrey A. Meyers, Commissioner
 Department of Health and Human Services
 State of New Hampshire
 129 Pleasant Street
 Concord, NH 03301

Dear Commissioner Meyers:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to enter into sole source contracts with the ten (10) vendors identified in the table as described below and referenced as DoIT No. 2018-074.

Vendor Name	New Hampshire Location
Northern Human Services	Conway
West Central Services DBA West Central Behavioral Health	Lebanon
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia
Riverbend Community Mental Health, Inc.	Concord
Monadnock Family Services	Keene
Community Council of Nashua, NH, DBA Greater Nashua Mental Health Center at Community Council	Nashua
The Mental Health Center of Greater Manchester, Inc.	Manchester
Seacoast Mental Health Center, Inc.	Portsmouth
Behavioral Health & Development Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover
The Mental Health Center for Southern New Hampshire, DBA CLM Center for Life Management	Derry

The Department of Health and Human Services requests to enter into an agreement to promote recovery from mental illness by providing non-Medicaid community mental health services for approximately 45,000 adults, children and families without insurance for eligible residents in the State of New Hampshire. Additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment,

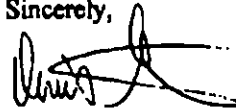
Page 2

Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services will also be included as part of this agreement.

The amount of the contracts are not to exceed \$12,829,412.00 in the aggregate, and shall become effective July 1, 2017 or upon the date of Governor and Executive Council approval, whichever is later, through June 30, 2019.

A copy of this letter should accompany the Department of Health and Human Services' submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Goulet", with a stylized flourish extending to the right.

Denis Goulet

DG/kaf
DoIT #2018-074

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Center contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Mental Health Center of Greater Manchester, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #2, Scope of Services, by deleting all text in Section 15, Supported Housing, and replacing it to read:
 15. Reserved

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/17/2021

Date

DocuSigned by:

Katja S. Fox

EC08D65804C63442

Name: Katja S. Fox

Title: Director

The Mental Health Center of Greater Manchester, Inc.

12/17/2021

Date

DocuSigned by:

William Rider

EC08F581E7C534CE

Name: William Rider

Title: President/CEO

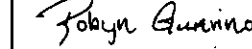
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/20/2021

Date

DocuSigned by:



748734844941480

Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

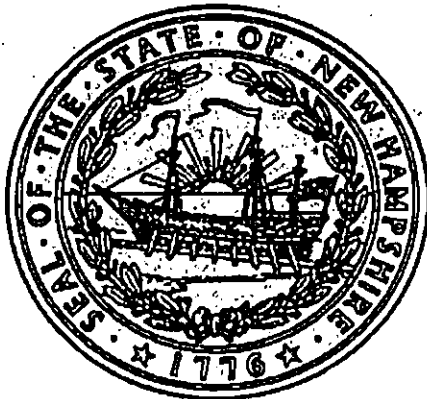
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that THE MENTAL HEALTH CENTER OF GREATER MANCHESTER, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on October 17, 1960. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 63323

Certificate Number : 0005351206



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 15th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Kevin Sheppard, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of The Mental Health Center of Greater Manchester
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on May 25, 2021, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That William Rider, President and Chief Operating Officer
(Name and Title of Contract Signatory)

is duly authorized on behalf of The Mental Health Center of Greater Manchester to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority remains valid for thirty (30) days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 12/7/2021


Signature of Elected Officer

Name: Kevin Sheppard

Title: Chairman of the Board of Directors



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/30/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CGI Insurance, Inc. 5 Dartmouth Drive Auburn NH 03032		CONTACT NAME: Teri Davis PHONE (A/C, No, Ext): (866) 841-4600 FAX (A/C, No): (866) 574-2443 E-MAIL ADDRESS: TDavis@CGIBusinessInsurance.com	
INSURED The Mental Health Center of Greater Manchester, Inc. 401 Cypress Street Manchester NH 03103-3628		INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance INSURER B: Philadelphia Indemnity INSURER C: A.I.M. Mutual INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 21-22 Master w/WC RE

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR Y/YD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liability \$2M Agg GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHPK2251310	04/01/2021	04/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 3,000,000 Sexual/Physical Abuse or \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired/borrowed \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2251305	04/01/2021	04/01/2022	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired/borrowed \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB8760532	04/01/2021	04/01/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	ECC6004000298-2021A	09/12/2021	09/12/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Supplemental Names Manchester Mental Health Foundation, Inc., Manchester Mental Health Realty, Inc., Manchester Mental Health Services, Inc., Manchester Mental Health Ventures, Inc.
 This Certificate is issue for insured operations usual to Mental Health Services.

CERTIFICATE HOLDER

CANCELLATION

State of NH Dept. of Health & Human Services 129 Pleasant St Concord NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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The Mental Health Center
of Greater Manchester

MISSION

To empower individuals to achieve recovery and promote personal and community wellness through an accessible, comprehensive, integrated and evidence-based system of behavioral health care.

VISION

To promote prevention recovery and wellness, and strive to be a center of excellence and sought after partner in developing and delivering state-of-the-art behavioral health treatment integrated within our community.

GUIDING VALUES AND PRINCIPLES

We treat everyone with respect, compassion and dignity.

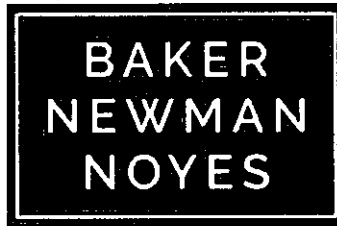
We offer hope and recovery through individualized, quality behavioral health services.

We provide evidence-based, culturally responsive and consumer, family focused care.

We support skilled staff members who work together and strive for excellence.

We pursue partnerships that promote wellness and create a healthy community.

Revised and Approved by the Board of Directors on September 25, 2018



Manchester Mental Health Foundation, Inc. and Affiliates

**Audited Consolidated Financial Statements
and Supplementary Information**

*Years Ended June 30, 2020 and 2019
With Independent Auditors' Report*

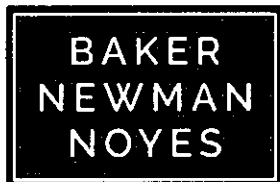
MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

**AUDITED CONSOLIDATED FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION**

Years Ended June 30, 2020 and 2019

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Baker Newman & Noyes LLC
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800.244.7444 | www.bnn CPA.com

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Manchester Mental Health
Foundation, Inc. and Affiliates

We have audited the accompanying consolidated financial statements (collectively, the financial statements) of Manchester Mental Health Foundation, Inc. and Affiliates (the Organization), which comprise the statements of financial position as of June 30, 2020 and 2019, the related statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Directors
Manchester Mental Health
Foundation, Inc. and Affiliates

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2020 and 2019, and the results of its operations, changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter—Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Baku Newman & Noyes LLC

Manchester, New Hampshire
November 24, 2020

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

June 30, 2020 and 2019

ASSETS

	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 9,525,985	\$ 6,062,465
Restricted cash	92,786	487,518
Patient accounts receivable	2,021,607	1,714,057
Other accounts receivable	2,416,027	604,902
Investments – short-term	250,000	250,000
Prepaid expenses	<u>557,480</u>	<u>495,780</u>
Total current assets	14,863,885	9,614,722
Investments – long-term	3,880,435	3,826,275
Assets whose use is limited or restricted	441,595	419,492
Property and equipment, net of accumulated depreciation	14,760,411	14,349,362
 Total assets	 <u>\$33,946,326</u>	 <u>\$28,209,851</u>

LIABILITIES AND NET ASSETS

	<u>2020</u>	<u>2019</u>
Current liabilities:		
Accounts payable	\$ 186,444	\$ 377,328
Accrued payroll, vacation and other accruals	3,936,289	3,740,354
Deferred revenue	574,430	157,461
Accrual for estimated third-party payor settlements	—	99,218
Current portion of long-term debt	2,169,961	230,290
Amounts held for patients and other deposits	<u>22,802</u>	<u>21,280</u>
Total current liabilities	6,889,926	4,625,931
Extended illness leave obligation	484,285	460,541
Post-retirement benefit obligation	70,993	68,672
Long-term debt, less current maturities and unamortized debt issuance costs	<u>9,367,184</u>	<u>7,071,263</u>
Total liabilities	16,812,388	12,226,407
Net assets:		
Without donor restrictions	16,692,343	15,563,952
With donor restrictions	<u>441,595</u>	<u>419,492</u>
Total net assets	<u>17,133,938</u>	<u>15,983,444</u>
Total liabilities and net assets	<u>\$33,946,326</u>	<u>\$28,209,851</u>

See accompanying notes.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES
CONSOLIDATED STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS

Years Ended June 30, 2020 and 2019

	Year Ended June 30, 2020			Year Ended June 30, 2019		
	Without Donor Restriction	With Donor Restriction	Total	Without Donor Restriction	With Donor Restriction	Total
Revenues and other support:						
Program service fees	\$25,722,254	\$ -	\$25,722,254	\$22,440,002	\$ -	\$22,440,002
Program rental income	359,744	-	359,744	335,067	-	335,067
Fees and grants from government agencies	6,253,650	-	6,253,650	4,644,491	-	4,644,491
Interest income	48,164	-	48,164	105,293	-	105,293
Other income	<u>7,228,049</u>	<u>-</u>	<u>7,228,049</u>	<u>6,732,629</u>	<u>-</u>	<u>6,732,629</u>
Total revenues and other support	39,611,861	-	39,611,861	34,257,482	-	34,257,482
Operating expenses:						
Program services:						
Children and adolescents	5,488,616	-	5,488,616	4,885,860	-	4,885,860
Elderly	-	-	-	256,616	-	256,616
Emergency services	2,866,477	-	2,866,477	2,444,022	-	2,444,022
Vocational services	659,686	-	659,686	555,013	-	555,013
Noneligibles	1,738,729	-	1,738,729	1,445,620	-	1,445,620
Multiservice team	9,843,326	-	9,843,326	7,879,982	-	7,879,982
ACT team	4,194,118	-	4,194,118	3,808,348	-	3,808,348
Crisis unit	5,791,325	-	5,791,325	5,299,302	-	5,299,302
Community residences and support living	1,534,011	-	1,534,011	1,486,944	-	1,486,944
HUD residences	153,781	-	153,781	214,402	-	214,402
Housing bridge program	423,615	-	423,615	-	-	-
Other	<u>1,862,359</u>	<u>-</u>	<u>1,862,359</u>	<u>1,908,952</u>	<u>-</u>	<u>1,908,952</u>
Total program services	34,556,043	-	34,556,043	30,185,061	-	30,185,061
Support services:						
Management and general	3,532,923	-	3,532,923	3,404,710	-	3,404,710
Operating property	574,967	-	574,967	478,932	-	478,932
Interest expense	<u>274,867</u>	<u>-</u>	<u>274,867</u>	<u>256,944</u>	<u>-</u>	<u>256,944</u>
Total operating expenses	<u>38,938,800</u>	<u>-</u>	<u>38,938,800</u>	<u>34,325,647</u>	<u>-</u>	<u>34,325,647</u>
Income (loss) from operations	673,061	-	673,061	(68,165)	-	(68,165)

	Year Ended June 30, 2020			Year Ended June 30, 2019		
	Without Donor Restriction	With Donor Restriction	Total	Without Donor Restriction	With Donor Restriction	Total
Income (loss) from operations	\$ 673,061	\$ —	\$ 673,061	\$ (68,165)	\$ —	\$ (68,165)
Nonoperating revenue (expenses):						
Commercial rental income	401,003	—	401,003	403,191	—	403,191
Rental property expense	(298,934)	—	(298,934)	(367,083)	—	(367,083)
Contributions	219,257	4,475	223,732	288,525	6,418	294,943
Net investment return	142,543	17,628	160,171	207,272	22,404	229,676
Dues	(5,040)	—	(5,040)	(4,800)	—	(4,800)
Donations to charitable organizations	—	—	—	—	(16,500)	(16,500)
Miscellaneous expenses	(3,499)	—	(3,499)	(2,949)	—	(2,949)
Nonoperating revenue, net	<u>455,330</u>	<u>22,103</u>	<u>477,433</u>	<u>524,156</u>	<u>12,322</u>	<u>536,478</u>
Excess of revenues over expenses	1,128,391	22,103	1,150,494	455,991	12,322	468,313
Reclassification of net assets with donor restrictions	<u>—</u>	<u>—</u>	<u>—</u>	<u>(67,481)</u>	<u>67,481</u>	<u>—</u>
Increase in net assets	1,128,391	22,103	1,150,494	388,510	79,803	468,313
Net assets at beginning of year	<u>15,563,952</u>	<u>419,492</u>	<u>15,983,444</u>	<u>15,175,442</u>	<u>339,689</u>	<u>15,515,131</u>
Net assets at end of year	<u>\$16,692,343</u>	<u>\$441,595</u>	<u>\$17,133,938</u>	<u>\$15,563,952</u>	<u>\$419,492</u>	<u>\$15,983,444</u>

See accompanying notes.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year Ended June 30, 2020

	Total Agency	Admin- istration	Total Center Programs	Child/ Adolescents	Emer- gency Services	Voca- tional Services	Non- Eligibles	Multi Service Team	ACT Team	Mental Health Crisis Unit
Personnel costs:										
Salary and wages	\$25,258,684	\$ 2,251,696	\$22,970,993	\$3,827,730	\$2,015,786	\$ 366,986	\$1,283,087	\$ 6,662,662	\$2,793,674	\$3,732,773
Employee benefits	5,677,303	624,308	5,045,136	909,639	428,435	102,566	191,021	1,473,889	667,983	764,886
Payroll taxes	1,888,522	157,856	1,727,912	283,991	149,448	37,593	96,868	492,747	209,341	289,504
	<u>32,824,509</u>	<u>3,033,860</u>	<u>29,744,041</u>	<u>5,021,360</u>	<u>2,593,669</u>	<u>507,145</u>	<u>1,570,976</u>	<u>8,629,298</u>	<u>3,670,998</u>	<u>4,787,163</u>
Professional fees:										
Client evaluation/services	59,976	44,366	15,610	(5,228)	2,518	(501)	(1,755)	13,969	(924)	10,547
Audit fees	75,816	7,205	68,611	12,170	5,222	1,594	4,631	19,280	9,716	9,869
Legal fees	63,894	16,030	47,864	6,645	2,826	1,988	2,506	16,975	8,199	5,341
Other professional fees/consultants	113,098	10,337	63,161	11,500	5,953	1,664	4,020	16,101	8,636	7,631
Staff development and training:										
Journals and publications	17,979	1,521	16,458	1,506	646	197	573	2,917	1,202	1,482
In-service training	70	70	70	—	—	—	—	—	—	—
Conferences/conventions	86,158	9,711	76,447	10,838	8,672	544	4,182	20,581	6,860	8,173
Other staff development	160,492	17,927	142,565	5,824	10,958	29,725	2,213	22,625	25,972	33,149
Occupancy costs:										
Rent	8,800	8,800	—	—	—	—	—	—	—	—
Heating costs	12,510	—	7,438	—	—	—	—	—	—	—
Other utilities	395,088	9,018	222,131	—	24,370	8,726	—	44,880	17,807	70,450
Maintenance and repairs	832,760	24,826	503,465	12,398	32,201	22,577	1,915	122,901	47,324	171,656
Other occupancy costs	243,690	635	63,856	2,024	35	150	994	1,560	401	25,573
Rent subsidies	332,329	—	332,329	—	—	—	—	—	—	—
Consumable supplies:										
Office	265,787	63,186	202,601	44,300	9,622	6,058	14,506	60,689	18,185	15,247
Building/household	83,421	2,724	71,334	276	5,474	1,506	105	7,999	3,212	44,708
Educational/training	541,483	4,023	537,460	26,048	4,474	2,156	8,301	273,374	40,113	128,936
Food	106,944	226	78,577	436	5	7	25	130	69	72,120
Medical	98,051	1,472	96,579	2,581	1,093	321	933	18,921	2,779	48,198
Other consumable supplies	667,568	86,768	580,800	96,932	41,104	13,012	37,319	154,790	76,736	86,106
Depreciation - equipment	205,228	16,107	189,121	34,121	12,189	6,882	9,590	46,307	28,626	35,954
Depreciation - building	495,143	10,298	217,915	5,806	8,521	11,278	3,339	62,347	22,792	69,836
Equipment maintenance	22,372	2,599	19,773	2,683	1,156	596	1,016	5,659	2,746	2,710
Advertising	83,413	7,733	75,680	10,746	4,568	1,394	5,009	16,922	8,491	9,224
Printing	38,138	12,068	26,070	4,437	1,257	312	4,048	6,052	1,190	2,773
Telephone/communication	436,278	30,330	405,948	58,573	29,774	21,870	30,368	110,672	50,823	64,376
Postage and shipping	57,569	28,882	28,687	4,835	2,333	633	1,796	7,641	3,860	4,678
Transportation:										
Staff	190,781	2,692	187,115	34,289	21,930	8,919	321	28,445	71,639	3,870
Clients	7,952	—	7,952	—	68	—	—	16	—	3,359
Insurance:										
Malpractice and bonding	78,060	7,293	69,459	12,321	5,287	1,613	4,688	19,519	9,838	9,991
Vehicles	8,167	776	7,391	1,311	562	172	499	2,076	1,046	1,063
Comprehensive property/liability	127,618	11,248	112,170	18,998	8,152	2,488	7,229	30,098	15,168	15,406
Membership dues	43,286	3,742	34,504	5,103	2,191	668	1,942	8,086	4,076	4,439
Interest expense	274,867	814	7,710	1,376	590	180	523	2,178	1,098	1,115
Other expenditures	186,978	27,067	149,080	45,783	19,647	5,992	17,440	72,496	36,538	37,297
Total expenditures	<u>39,246,273</u>	<u>3,504,284</u>	<u>34,409,972</u>	<u>5,489,992</u>	<u>2,867,067</u>	<u>659,866</u>	<u>1,739,252</u>	<u>9,845,504</u>	<u>4,195,216</u>	<u>5,762,440</u>
Administration allocation	—	(3,504,284)	3,504,284	564,357	293,070	68,664	177,717	993,388	433,516	603,959
Total expenses	<u>\$39,246,273</u>	<u>\$ —</u>	<u>\$37,914,256</u>	<u>\$6,054,349</u>	<u>\$3,160,137</u>	<u>\$728,530</u>	<u>\$1,916,969</u>	<u>\$10,838,892</u>	<u>\$4,628,732</u>	<u>\$6,366,399</u>

	Center Community Residence	Supportive Living	Other Mental Health	Other Non-BBH	Housing Bridges	Operating Property	Rental Property	Amoskenc Admin- istration	Program Related	Foundation Admin- istration
Personnel costs:										
Salary and wages	\$ 304,409	\$ 586,791	\$ 46,650	\$ 1,286,583	\$ 63,862	\$ -	\$ -	\$ 18,840	\$ 17,155	\$ -
Employee benefits	84,641	162,135	9,600	242,971	7,370	-	-	7,859	-	-
Payroll taxes	23,611	45,377	3,451	91,096	4,885	-	-	2,754	-	-
	<u>412,661</u>	<u>794,303</u>	<u>59,701</u>	<u>1,620,650</u>	<u>76,117</u>	<u>-</u>	<u>-</u>	<u>29,453</u>	<u>17,155</u>	<u>-</u>
Professional fees:										
Client evaluation/services	4	12	(56)	(2,976)	-	-	-	-	-	-
Audit fees	836	2,581	303	2,409	-	-	-	-	-	-
Legal fees	452	1,396	190	1,346	-	-	-	-	-	-
Other professional fees/consultants	706	2,183	1,060	3,707	-	26,054	13,546	-	-	-
Staff development and training:										
Journals and publications	103	891	38	6,903	-	-	-	-	-	-
In-service training	-	-	-	70	-	-	-	-	-	-
Conferences/conventions	585	809	92	15,111	-	-	-	-	-	-
Other staff development	5,114	5,442	17	1,526	-	-	-	-	-	-
Occupancy costs:										
Rent	-	-	-	-	-	-	-	-	-	-
Heating costs	-	7,438	-	-	-	-	-	-	5,072	-
Other utilities	-	49,217	467	4,874	1,340	100,957	52,489	-	10,493	-
Maintenance and repairs	171	79,901	1,248	11,173	-	171,472	89,151	-	43,846	-
Other occupancy costs	3	12,309	5	20,149	653	114,722	59,645	-	4,832	-
Rent subsidies	-	-	-	-	332,329	-	-	-	-	-
Consumable supplies:										
Office	443	3,712	(167)	30,006	-	-	-	-	-	-
Building/household	407	6,406	85	1,156	-	-	-	-	9,363	-
Educational/training	657	8,429	163	44,809	-	-	-	-	-	-
Food	6	5,138	1	640	-	-	-	-	28,141	-
Medical	168	520	61	21,004	-	-	-	-	-	-
Other consumable supplies	6,697	19,308	2,386	43,825	2,585	-	-	-	-	-
Depreciation - equipment	1,969	7,176	857	5,450	-	-	-	-	-	-
Depreciation - building	-	29,490	4,339	167	-	161,762	84,103	-	21,065	-
Equipment maintenance	179	552	71	2,405	-	-	-	-	-	-
Advertising	730	2,255	265	16,076	-	-	-	-	-	-
Printing	69	214	32	5,686	-	-	-	-	-	-
Telephone/communication	5,870	22,828	824	9,970	-	-	-	-	-	-
Postage and shipping	332	1,026	121	1,157	275	-	-	-	-	-
Transportation:										
Staff	1,675	2,441	29	12,566	991	-	-	-	974	-
Clients	-	4,503	-	6	-	-	-	-	-	-
Insurance:										
Malpractice and bonding	846	2,613	307	2,436	-	-	-	-	1,308	-
Vehicles	90	278	33	261	-	-	-	-	-	-
Comprehensive property/liability	1,304	4,029	473	3,776	5,049	-	-	-	4,200	-
Membership dues	350	1,271	4,306	2,072	-	-	-	-	-	5,040
Interest expense	95	291	34	230	-	263,302	-	-	3,041	-
Other expenditures	3,211	9,702	1,134	(104,436)	4,276	-	-	-	7,332	3,499
Total expenditures	<u>445,733</u>	<u>1,083,664</u>	<u>78,419</u>	<u>1,784,204</u>	<u>423,615</u>	<u>838,269</u>	<u>298,934</u>	<u>29,453</u>	<u>156,822</u>	<u>8,539</u>
Administration allocation	<u>44,002</u>	<u>113,724</u>	<u>8,147</u>	<u>203,740</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total program expenses	<u>\$ 489,735</u>	<u>\$ 1,202,388</u>	<u>\$ 86,566</u>	<u>\$ 1,987,944</u>	<u>\$ 423,615</u>	<u>\$ 838,269</u>	<u>\$ 298,934</u>	<u>\$ 29,453</u>	<u>\$ 156,822</u>	<u>\$ 8,539</u>

See accompanying notes.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year Ended June 30, 2019

	Total Agency	Admin- istration	Total Center Programs	Child/ Adolescents	Elderly Services	Emer- gency Services	Voca- tional Services	Non- Eligibles	Mental Health Multi Service Team	ACT Team
Personnel costs:										
Salary and wages	\$22,131,547	\$ 2,199,292	\$19,896,260	\$3,391,466	\$ 142,196	\$1,725,550	\$ 313,528	\$1,076,868	\$5,304,872	\$2,532,987
Employee benefits	4,878,479	548,608	4,322,012	842,688	37,992	325,101	84,182	110,585	1,200,122	603,992
Payroll taxes	1,652,808	154,794	1,495,260	257,811	10,764	127,120	24,055	81,746	393,563	187,668
	<u>28,662,834</u>	<u>2,902,694</u>	<u>23,713,532</u>	<u>4,491,985</u>	<u>190,952</u>	<u>2,177,771</u>	<u>421,763</u>	<u>1,269,199</u>	<u>6,898,557</u>	<u>3,324,647</u>
Professional fees:										
Client evaluation/services	237,139	62,773	174,366	(5,292)	612	-	2,984	34,482	33,556	7,450
Audit fees	59,765	5,124	48,876	8,656	693	3,715	1,134	3,146	13,172	6,912
Legal fees	23,135	2,033	20,902	1,631	168	1,356	1,391	579	9,266	4,366
Other professional fees/consultants	124,195	20,412	64,183	11,109	1,313	5,901	1,608	3,727	14,553	8,400
Staff development and training:										
Journals and publications	11,694	2,182	9,512	1,385	112	550	168	717	1,944	1,024
Conferences/conventions	86,368	14,140	72,228	15,273	439	3,395	390	1,313	15,111	9,657
Other staff development	180,379	34,678	145,701	2,621	413	8,793	18,549	1,699	29,857	23,256
Occupancy costs:										
Rent	9,607	9,607	-	-	-	-	-	-	-	-
Heating costs	13,294	-	7,932	-	-	-	-	-	-	-
Other utilities	409,302	9,713	227,804	-	6,536	26,251	9,289	-	41,237	18,890
Maintenance and repairs	775,577	15,145	470,913	-	13,391	32,589	19,043	722	91,727	39,790
Other occupancy costs	220,740	54	38,403	1,995	-	126	-	-	140	-
Consumable supplies:										
Office	250,594	52,905	196,414	22,100	1,168	6,558	4,477	13,350	43,608	11,662
Building/household	73,309	2,469	61,863	180	837	5,498	1,206	63	5,556	2,556
Educational/training	634,425	3,151	631,274	23,038	5,906	26,006	2,651	5,562	186,945	41,484
Food	102,540	911	74,018	318	2	170	142	7	116	37
Medical	72,948	(15)	72,963	264	(2)	(11)	(3)	(9)	17,173	(20)
Other consumable supplies	619,879	83,566	536,313	89,884	7,775	41,645	13,290	35,535	144,812	73,978
Depreciation - equipment	227,056	18,393	208,663	39,014	6,135	10,824	8,227	10,626	45,748	29,600
Depreciation - building	443,617	8,611	195,875	5,613	6,666	7,650	9,039	3,217	43,916	18,154
Equipment maintenance	26,205	5,006	21,199	2,849	168	912	506	1,391	6,144	2,291
Advertising	69,661	8,012	61,599	9,733	913	4,130	1,261	4,453	14,592	7,684
Printing	34,818	3,150	31,668	5,623	235	2,320	414	4,235	6,818	2,048
Telephone/communication	381,255	29,242	352,013	51,674	7,790	25,660	16,365	25,956	83,408	42,425
Postage and shipping	49,408	25,282	24,126	3,784	330	2,374	496	1,369	5,744	3,022
Transportation:										
Staff	206,686	2,983	203,311	37,771	136	22,048	12,151	498	26,866	76,391
Clients	6,898	-	6,898	-	-	47	-	3	42	-
Insurance:										
Malpractice and bonding	63,965	5,849	56,808	10,061	806	4,318	1,318	3,656	15,309	8,034
Vehicles	15,885	1,507	14,378	2,546	213	1,093	334	923	3,867	2,034
Comprehensive property/liability	123,987	11,367	108,420	19,202	1,491	8,241	2,516	6,988	29,254	15,332
Membership dues	44,628	5,412	34,416	5,146	449	2,209	674	1,862	7,802	4,110
Interest expense	256,944	-	-	-	-	-	-	-	-	-
Other expenditures	198,242	21,861	84,088	27,697	969	11,883	3,628	10,351	43,142	23,134
Total expenditures:	<u>34,716,979</u>	<u>3,368,217</u>	<u>29,970,659</u>	<u>4,885,860</u>	<u>256,616</u>	<u>2,444,022</u>	<u>555,013</u>	<u>1,445,620</u>	<u>7,879,982</u>	<u>3,808,348</u>
Administration allocation	<u>-</u>	<u>(3,368,217)</u>	<u>3,368,217</u>	<u>550,681</u>	<u>32,540</u>	<u>283,309</u>	<u>59,754</u>	<u>166,932</u>	<u>879,795</u>	<u>434,087</u>
Total expenses	<u>\$34,716,979</u>	<u>\$ -</u>	<u>\$33,338,876</u>	<u>\$5,436,541</u>	<u>\$ 289,156</u>	<u>\$2,727,331</u>	<u>\$ 614,767</u>	<u>\$1,612,552</u>	<u>\$8,759,777</u>	<u>\$4,242,435</u>

	Center					Amoskang		Foundation		
	Crisis Unit	Community Residence	Supportive Living	Other Mental Health	Other Non-BBH	Operating Property	Rental Property	Administration	Program Related	Administration
Personnel costs:										
Salary and wages	\$3,309,408	\$ 297,582	\$ 583,486	\$ 49,033	\$1,169,284	\$ -	\$ -	\$ 18,840	\$ 17,155	\$ -
Employee benefits	643,864	74,230	153,699	10,888	234,669	-	-	7,859	-	-
Payroll taxes	253,036	22,812	43,872	3,750	89,043	-	-	2,754	-	-
	<u>4,206,308</u>	<u>394,624</u>	<u>781,057</u>	<u>63,671</u>	<u>1,492,996</u>	<u>-</u>	<u>-</u>	<u>29,453</u>	<u>17,155</u>	<u>-</u>
Professional fees:										
Client evaluation/services	85,329	-	-	59	15,186	-	-	-	-	-
Audit fees	7,020	594	1,836	216	1,782	-	-	5,765	-	-
Legal fees	1,299	110	340	67	329	113	87	-	-	-
Other professional fees/consultants	8,054	668	2,127	2,299	4,424	22,418	17,182	-	-	-
Staff development and training:										
Journals and publications	1,300	88	844	32	1,348	-	-	-	-	-
Conferences/conventions	9,091	435	2,793	387	13,944	-	-	-	-	-
Other staff development	29,457	5,106	3,393	23	22,534	-	-	-	-	-
Occupancy costs:										
Rent	-	-	-	-	-	-	-	-	-	-
Heating costs	-	-	7,932	-	-	-	-	-	5,362	-
Other utilities	76,339	-	43,514	497	5,251	91,435	70,081	-	10,269	-
Maintenance and repairs	175,929	137	84,875	1,168	11,542	141,964	108,810	-	38,745	-
Other occupancy costs	32,640	-	5,299	-	(1,797)	100,478	77,012	-	4,793	-
Consumable supplies:										
Office	20,266	132	2,032	1,885	69,176	-	-	1,275	-	-
Building/household	39,189	12	5,600	67	1,099	-	-	-	8,977	-
Educational/training	162,077	219	5,410	233	171,743	-	-	-	-	-
Food	67,405	2	5,423	-	396	-	-	-	27,611	-
Medical	54,678	(2)	(6)	(1)	902	-	-	-	-	-
Other consumable supplies	78,318	6,206	19,478	2,257	23,135	-	-	-	-	-
Depreciation - equipment	36,500	3,608	11,893	1,022	5,466	-	-	-	-	-
Depreciation - building	65,409	-	29,730	6,344	137	122,496	93,889	-	22,746	-
Equipment maintenance	2,139	146	1,626	58	2,969	-	-	-	-	-
Advertising	8,030	660	2,042	240	7,861	28	22	-	-	-
Printing	4,966	138	425	56	4,390	-	-	-	-	-
Telephone/communication	60,951	7,629	19,664	736	9,755	-	-	-	-	-
Postage and shipping	4,921	260	803	94	929	-	-	-	-	-
Transportation:										
Staff	6,887	1,922	3,234	91	15,316	-	-	-	392	-
Clients	2,131	-	4,675	-	-	-	-	-	-	-
Insurance:										
Malpractice and bonding	8,159	690	2,134	251	2,072	-	-	-	1,308	-
Vehicles	2,065	175	540	64	524	-	-	-	-	-
Comprehensive property/liability	15,573	1,318	4,073	479	3,953	-	-	-	4,200	-
Membership dues	4,324	353	1,130	4,298	2,059	-	-	-	-	4,800
Interest expense	-	-	-	-	-	253,414	-	-	3,530	-
Other expenditures	22,548	1,922	5,876	691	(67,753)	-	-	-	72,844	19,449
Total expenditures	<u>5,299,302</u>	<u>427,152</u>	<u>1,059,792</u>	<u>87,284</u>	<u>1,821,668</u>	<u>732,346</u>	<u>367,083</u>	<u>36,493</u>	<u>217,932</u>	<u>24,249</u>
Administration allocation	<u>586,940</u>	<u>50,543</u>	<u>129,618</u>	<u>9,467</u>	<u>184,551</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total program expenses	<u>\$5,886,242</u>	<u>\$ 477,695</u>	<u>\$1,189,410</u>	<u>\$ 96,751</u>	<u>\$2,006,219</u>	<u>\$ 732,346</u>	<u>\$ 367,083</u>	<u>\$ 36,493</u>	<u>\$ 217,932</u>	<u>\$ 24,249</u>

See accompanying notes.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATED STATEMENTS OF CASH FLOWS

Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Change in net assets	\$ 1,150,494	\$ 468,313
Adjustments to reconcile change in net assets to net cash (used) provided by operating activities:		
Depreciation and amortization	700,371	670,673
Amortization of debt issuance costs	10,461	10,461
Restricted contributions	(4,475)	(6,418)
Net realized and unrealized gains on investments	(49,761)	(123,950)
Change in operating assets and liabilities:		
Patient accounts receivable	(307,550)	(427,944)
Other accounts receivable	(1,811,125)	(127,566)
Prepaid expenses	(61,700)	(100,706)
Accounts payable	(190,884)	187,691
Accrued payroll, vacation and other accruals	195,935	489,304
Deferred revenue	416,969	111,302
Accrual for estimated third-party payor settlements	(99,218)	99,218
Amounts held for patients and other deposits	1,522	2,031
Postretirement benefit obligation	2,321	(2,553)
Extended illness leave	<u>23,744</u>	<u>45,376</u>
Net cash (used) provided by operating activities	(22,896)	1,295,232
Cash flows from investing activities:		
Purchases of property and equipment	(1,111,420)	(531,943)
Change in assets whose use is limited or restricted	(22,103)	(79,803)
Proceeds from sale of investments	1,677,303	1,191,284
Purchases of investments	<u>(1,681,702)</u>	<u>(1,603,190)</u>
Net cash used by investing activities	(1,137,922)	(1,023,652)
Cash flows from financing activities:		
Restricted contributions	4,475	6,418
Proceeds from issuance of long-term debt	4,390,000	-
Payments on long-term debt	<u>(164,869)</u>	<u>(215,438)</u>
Net cash provided (used) by financing activities	<u>4,229,606</u>	<u>(209,020)</u>
Net change in cash, restricted cash and cash equivalents	3,068,788	62,560
Cash, cash equivalents and restricted cash at beginning of year	<u>6,549,983</u>	<u>6,487,423</u>
Cash, cash equivalents and restricted cash at end of year	<u>\$ 9,618,771</u>	<u>\$ 6,549,983</u>
Supplemental disclosures:		
Interest paid	<u>\$ 198,142</u>	<u>\$ 236,122</u>

See accompanying notes.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies

Nature of Operations

The Mental Health Center of Greater Manchester, Inc. (the Center) is a not-for-profit corporation organized under New Hampshire law to provide services in the areas of mental health, and related nonmental health programs. The Center is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Amoskeag Residences, Inc. (Amoskeag), a not-for-profit corporation formed through the Center, was organized to acquire real property in Manchester, New Hampshire and to operate thereon a project group home under a Section 202 direct loan of the National Housing Act. The project is regulated by the United States Department of Housing and Urban Development (HUD), and serves on average 12 chronically mentally ill individuals in New Hampshire. Amoskeag received funding under Section 8 of the National Housing Act and is subject to a housing assistance payments agreement.

In July 1990, the Center was reorganized and Manchester Mental Health Foundation, Inc. (the Foundation) became the sole corporate member of the Center. The Foundation is also a 501(c)(3). The Foundation's purpose is to raise and invest funds for the benefit of the Center. The Foundation has two additional affiliates, MMH Realty Corporation (Realty) and Manchester Mental Health Ventures Corporation (Ventures), both of which are currently inactive.

In July 2017, the Center acquired commercial real estate in Manchester, New Hampshire that it previously leased a portion of. As of June 30, 2020, the Center occupies approximately 43,000 square feet of the approximately 65,000 square feet in the building (the Center occupied 37,000 square feet as of June 30, 2019). The remaining square footage is leased to unrelated third parties and the entire building is managed by an unrelated management company engaged by the Center.

Basis of Presentation and Principles of Consolidation

The consolidated financial statements (the financial statements) include the accounts of the Foundation, Center and Amoskeag, collectively referred to as the Organization. All inter-company transactions and accounts have been eliminated in consolidation.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)Income Taxes

The Organization consists of not-for-profit entities as described in Section 501(c)(3) of the Internal Revenue Code, and is exempt from federal income taxes on related income pursuant to Section 501(a) of the Code. The Organization believes that it has appropriate support for the income tax positions taken and to be taken, and that its accruals for tax liabilities are adequate for all open tax years based on an assessment of many factors including experience and interpretations of tax laws applied to the facts of each matter. Management evaluated the Organization's tax positions and concluded the Organization has maintained its tax-exempt status, does not have any significant unrelated business income, has taken no significant uncertain tax positions that require disclosure in the accompanying financial statements and has no material liability for unrecognized tax benefits.

Cash and Cash Equivalents

The Organization considers cash in bank and all other highly liquid investments with an original maturity of three months or less to be cash and cash equivalents. The Organization maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant risk on these accounts.

Restricted Cash

Restricted cash consists of cash received by the Organization for insurance settlement payments, resident deposits and replacement reserves as required by HUD. The cash received is recorded as restricted cash and a corresponding payable or deposit liability is recorded in the accompanying statements of financial position. The Organization maintains its restricted cash in bank deposit accounts which, at times, may exceed federally insured limits. The Organization has not experienced losses in such accounts and believes it is not exposed to any significant risks on these accounts.

In accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2016-18, *Statement of Cash Flows (Topic 230): Restricted Cash (a consensus of the FASB Emerging Issues Task Force)*, cash and restricted cash are presented together in the statement of cash flows.

The following table provides a reconciliation of cash and cash equivalents and restricted cash reported within the statements of financial position at that sum to the total of the same such amounts shown in the statements of cash flows:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$9,525,985	\$6,062,465
Restricted cash	<u>92,786</u>	<u>487,518</u>
Total cash, cash equivalents and restricted cash	<u>\$9,618,771</u>	<u>\$6,549,983</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Patient Accounts Receivable

For patient accounts receivable resulting from revenue recognized prior to July 1, 2019, an allowance for doubtful accounts was established to reduce the carrying value of such receivables to their estimated net realizable value. Generally, this allowance was estimated based on the aging of accounts receivable, historical collection experience and other factors. Under the provisions of FASB ASU No. 2014-09, *Revenue from Contracts with Customers* (ASU 2014-09), which the Organization adopted effective July 1, 2019 using the full retrospective method, when an unconditional right to payment exists, subject only to the passage of time, the right is treated as a receivable. Patient accounts receivable for which the unconditional right to payment exists are receivables if the right to consideration is unconditional and only the passage of time is required before payment of that consideration is due. For accounts receivable subsequent to the adoption of ASU No. 2014-09 on July 1, 2019, the estimated uncollectible amounts are generally considered implicit price concessions that are a direct reduction to accounts receivable rather than an allowance for doubtful accounts. Implicit price concessions relate primarily to amounts due directly from patients. Estimated implicit price concessions are recorded for all uninsured accounts, regardless of the aging of those accounts. Accounts are written off when all reasonable internal and external collection efforts have been performed. The estimates for implicit price concessions are based upon management's assessment of historical writeoffs and expected net collections, business and economic conditions, and other collection indicators. Management relies on the results of detailed reviews of historical write-offs and collections as a primary source of information in estimating the collectability of its accounts receivable. Management believes its regular updates to the implicit price concession amounts provide reasonable estimates of revenues and valuations of accounts receivable. These routine, regular changes in estimates have not resulted in material adjustments to the valuations of accounts receivable or period-to-period comparisons of operations.

Other Accounts Receivable

Other accounts receivable consists of amounts due from various grants and contracts entered into with the State of New Hampshire and federal government related to providing mental health services, amounts due from third-party managed care organizations and amounts due for services provided to other not-for-profit organizations. The amounts due from not-for-profit organizations and state and federal grants billed to the respective agencies are expected to be fully collectible. Accordingly, no allowance for doubtful amounts has been established. Amounts due from third-party managed care organizations represent management's best estimate of variable consideration expected to be received, and has been constrained to ensure a significant reversal of revenue will not occur.

Property and Equipment

Property and equipment are carried at cost if purchased or at estimated fair value at date of donation in the case of gifts, less accumulated depreciation. The cost of property, equipment and improvements is depreciated over the estimated useful life of the assets using the straight line method. Assets deemed to have a useful life greater than three years are deemed capital in nature. Estimated useful lives range from 3 to 40 years. Maintenance and repairs are charged to expense as incurred.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Debt Issuance Costs

Costs associated with the issuance of long-term debt are initially capitalized and amortized to interest expense over the respective life of the related obligation. The unamortized portion of debt issuance costs is presented as a component of long-term debt.

Vacation Pay and Fringe Benefits

Vacation pay is accrued and charged to the programs when earned by the employee. Fringe benefits are allocated to the appropriate program expense based on the percentage of actual time spent on the programs.

Program Service Fees

Prior to the adoption of ASU 2014-09 by the Organization on July 1, 2019, the Organization recognized program service fee revenue as services were rendered and reported revenue at the estimated net realizable amounts from patients, third-party payors and others for services rendered. On the basis of historical experience, a portion of the Organization's uninsured patients were unable or unwilling to pay for services provided. Thus, the Organization recorded a provision for bad debts related to uninsured patients in the period the services were provided. The Organization adopted the new standard effective July 1, 2019, using the full retrospective method and updated its accounting policies related to revenues, as discussed below. The adoption of the new standard did not have an impact on the recognition of revenues for any periods prior to adoption.

Program service fee revenue is reported at the amount that reflects the consideration to which the Organization expects to be entitled in exchange for providing patient care. These revenues generally relate to contracts with patients in which the Organization's performance obligations are to provide health care services to patients. Revenues are recorded during the period obligations to provide health care services are satisfied. Performance obligations for services are generally satisfied over a period of less than one day.

The contractual relationships with patients, in most cases, also involve a third-party payor (Medicaid, Medicare, managed care organizations and commercial insurance companies) and the transaction prices for the services provided are dependent upon the terms provided by Medicaid, Medicare, managed care organizations and commercial insurance companies, the third-party payors. The payment arrangements with third-party payors for the services provided to related patients typically specify payments at amounts less than standard charges. The Organization receives reimbursement from Medicare, Medicaid and insurance companies at defined rates for services to clients covered by such third-party payor programs. Management continually reviews the revenue recognition process to consider and incorporate updates to laws and regulations and the frequent changes in managed care contractual terms resulting from contract renegotiations and renewals.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Settlements with third-party payors are considered variable consideration and are included in the determination of the estimated transaction price for providing patient care. These settlements are estimated based on the terms of the payment agreement with the payor, correspondence from the payor and the Organization's historical settlement activity, including an assessment to ensure that it is probable that a significant reversal in the amount of cumulative revenue recognized will not occur when the uncertainty associated the adjustment is subsequently resolved. Estimated settlements are adjusted in future periods as adjustments become known.

Rental Income

Rental income from operating leases leased by third parties is recognized over time on a straight-line basis in nonoperating income over the noncancelable term of the related leases. Recognition of rental income commences when the tenant takes control of the space. Judgment is required to determine when a tenant takes control of the space, and accordingly, when to commence the recognition of rent. The Organization's leases generally provide for minimum rent and contain renewal options.

State and Federal Grant Revenue and Expenditures

The Center receives a number of grants from, and has entered into various contracts with, the State of New Hampshire and Federal government related to providing mental health services. Revenues and expenses under state and federal grant programs are recognized over time as the related expenditure is incurred. Grant monies that are advanced to the Organization prior to fiscal year end are recorded as deferred revenue until such time funds are expended.

Other Income

Other income predominately pertains to the portion of Medicaid capitated payments that exceed the standard fee for service reimbursement (based on a Department of Health and Human Services rate schedule) that the Center receives. Capitation is a payment methodology under which a provider receives a fixed amount per person to provide health care services to a specified population of patients during a specified time period. The Center is paid the fixed amount per person regardless of whether that person receives services or not. Other components of other income include meaningful use revenues, Medicaid directed payments, and other miscellaneous sources of income that are recognized when earned or upon receipt if the ultimate payment to be received is not estimable.

Performance Indicator

Excess of revenues over expenses is comprised of operating revenues and expenses and nonoperating revenues and expenses. For purposes of display, transactions deemed by management to be ongoing, major or central to the provision of health care services are reported as operating revenue and expenses. Peripheral or incidental transactions are reported as nonoperating revenues or expenses, which include contributions, rental activities, net investment return, other nonoperating expenses, and contributions to charitable organizations.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Net Assets With Donor Restrictions

Gifts are reported as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires (when a stipulated time restriction ends or purpose restriction is accomplished), restricted net assets are reclassified as net assets without donor restrictions and reported in the statement of operations as either net assets released from restrictions for operations (for noncapital-related items) or net assets released from restrictions for property, plant and equipment (for capital-related items). Some restricted net assets have been restricted by donors to be maintained by the Organization in perpetuity.

Except for contributions related to capital purchases, donor-restricted contributions whose restrictions are met within the same year as received are reported as contributions without donor restrictions in the accompanying financial statements.

Assets Whose Use is Limited or Restricted

Assets whose use is limited or restricted consist of donor-restricted funds.

Investments and Investment Income

Investments, including assets whose use is limited or restricted, are measured at fair value in the statements of financial position. Interest income on operating cash is reported within operating revenues. Net investment return on investments and assets whose use is limited or restricted (including realized and unrealized gains and losses on investments, investment fees and interest and dividends) is reported as nonoperating revenues (expenses). The Organization has elected to reflect changes in the fair value of investments and assets whose use is limited or restricted, including both increases and decreases in value whether realized or unrealized in nonoperating revenues or expenses.

Investment Return Objectives, Risk Parameters and Strategies

The Foundation has board designated and endowment assets. The Foundation has adopted investment policies, approved by the Board of Directors, for endowment assets that attempt to maintain the purchasing power of those endowment assets over the long term. Accordingly, the investment process seeks to achieve an after-cost total real rate of return, including investment income as well as capital appreciation, which exceeds the annual distribution with acceptable levels of risk. Endowment assets are invested in a well-diversified asset mix, which includes equity and debt securities, that is intended to result in a consistent inflation-protected rate of return that has sufficient liquidity to make an annual distribution of accumulated interest and dividend income to be reinvested or used as needed, while growing the funds if possible. Actual returns in any given year may vary from this amount. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and strategies are managed to reduce the exposure of the fund to unacceptable levels of risk.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Spending Policy for Appropriation of Assets for Expenditure

The Board of Directors of the Foundation determines the method to be used to appropriate endowment funds for expenditure. As a guideline, approximately 5% of the total value of the three year quarterly average of available funds is intended to be distributed annually. The corresponding calculated spending allocations are distributed in an annual installment from the current net total or accumulated net total investment returns for individual endowment funds. In establishing this policy, the Board of Directors considered the expected long term rate of return on its endowment. No amounts were appropriated for expenditure during the year ended June 30, 2020.

Retirement Benefits

The Center maintains a tax-sheltered annuity benefit program, which covers substantially all employees. Eligible employees may contribute up to maximum limitations (set annually by the IRS) of their annual salary. After one year's employment, the employee's contributions are matched by the Center up to 5% of their annual salary. The combined amount of employee and employer contributions is subject by law to yearly maximum amounts. The employer match was \$670,556 and \$554,303 for the years ended June 30, 2020 and 2019, respectively.

Extended Illness Leave Plan

The Center sponsors an unfunded extended illness leave plan for employees. Employees with at least 10 years of service are eligible to receive a lump sum payout of up to 100% of any accrued unused extended illness leave, based upon years of service at retirement. The Center incurred extended illness leave expenses totaling \$37,999 and \$39,744 during the years ended June 30, 2020 and 2019, respectively. The Center expects to make employer contributions totaling \$141,200 for the fiscal year ending June 30, 2021. Liabilities recognized are based on a third party actuarial analysis.

The following table sets forth the change in the Center's extended illness leave plan liability during the years ended June 30:

	<u>2020</u>	<u>2019</u>
Statement of financial position liability at beginning of year	\$(460,541)	\$(415,165)
Net actuarial loss arising during the year	(1,270)	(18,927)
Increase from current year service and interest cost	(48,172)	(47,474)
Contribution made during the year	<u>25,698</u>	<u>21,025</u>
Statement of financial position liability at end of year	<u>\$(484,285)</u>	<u>\$(460,541)</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Postretirement Health Benefit Plan

The Center sponsors an unfunded defined benefit postretirement plan covering certain of its employees (employed prior to January 1, 1997). In 2007, all eligible active employees were offered and accepted a buyout of the program leaving the plan to provide medical benefits to eligible retired employees. As a result, no additional employees will be enrolled in the plan. Only current retirees participate in the plan.

During 1997, the Center amended the plan to freeze monthly premiums at their December 31, 1996 level and to no longer provide the postretirement benefit to employees hired after December 31, 1996. The Center recognized a net postretirement health benefit totaling \$4,388 and \$5,915 during the years ended June 30, 2020 and 2019, respectively. The Center expects to make employer contributions totaling \$11,300 for the fiscal year ending June 30, 2021.

The following table sets forth the change in the Center's postretirement health benefit plan liability, as calculated by a third party actuary during the years ended June 30:

	<u>2020</u>	<u>2019</u>
Statement of financial position liability at beginning of year	\$(68,672)	\$(71,225)
Net actuarial loss arising during the year	(12,907)	(7,315)
Increase from current year service and interest cost	(2,333)	(2,740)
Contributions made during the year	<u>12,919</u>	<u>12,608</u>
Statement of financial position liability at end of year	<u>\$(70,993)</u>	<u>\$(68,672)</u>

Malpractice Loss Contingencies

The Center has an occurrence basis policy for its malpractice insurance coverage. An occurrence basis policy provides specific coverage for claims resulting from incidents that occur during the policy term, regardless of when the claims are reported to the insurance carrier. The possibility exists, as a normal risk of doing business, that malpractice claims in excess of insurance coverage may be asserted against the Center. In the event a loss contingency should occur, the Center would give it appropriate recognition in its financial statements.

Functional Expense Allocation

The costs of providing program services and other activities have been summarized on a functional basis in the consolidating statement of functional expenses. Accordingly, costs have been allocated among program services and supporting services benefitted.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

Recent Accounting Pronouncements

In May 2014, the FASB issued ASU 2014-09, *Revenue from Contracts with Customers (Topic 606)*. The ASU supersedes the revenue recognition requirements in Topic 605 (Revenue Recognition) and most industry-specific guidance throughout the Industry Topics of Codification. The core principal of ASU 2014-09 is that an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The Organization adopted the new standard effective July 1, 2019, using the full retrospective method. The adoption of the new standard did not have an impact on the recognition of revenues for any periods prior to adoption. The most significant impact of adopting the new standard is the presentation of the statements of activities, where "program service fees" is presented net of estimated implicit price concession revenue deductions. The related presentation of "allowances for doubtful accounts" has also been eliminated from the consolidated statements of financial position as a result of the adoption of the new standard.

In June 2018, the FASB issued ASU No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made* (ASU 2018-08). Due to diversity in practice, ASU 2018-08 clarifies the definition of an exchange transaction as well as the criteria for evaluating whether contributions are unconditional or conditional. ASU 2018-08 has been applied retrospectively to all periods presented and did not have a material impact on the financial statements.

In January 2016, the FASB issued ASU No. 2016-01, *Financial Instruments – Overall (Subtopic 825-10): Recognition and Measurement of Financial Assets and Financial Liabilities* (ASU 2016-01). The amendments in ASU 2016-01 address certain aspects of recognition, measurement, presentation and disclosure of financial instruments. ASU 2016-01 is effective for the Organization for the year ended June 30, 2020, with early adoption permitted. The Organization adopted ASU No. 2016-01 during the fiscal year ended June 30, 2020 and the adoption had no impact on the financial statements.

In February 2016, the FASB issued ASU No. 2016-02, *Leases (Topic 842)* (ASU 2016-02). Under ASU 2016-02, at the commencement of a long-term lease, lessees will recognize a liability equivalent to the discounted payments due under the lease agreement, as well as an offsetting right-of-use asset. ASU 2016-02 is effective for the Organization on July 1, 2022. Lessees (for capital and operating leases) must apply a modified retrospective transition approach for leases existing at, or entered into after, the beginning of the earliest comparative period presented in the financial statements. The modified retrospective approach would not require any transition accounting for leases that expired before the earliest comparative period presented. Lessees may not apply a full retrospective transition approach. The Organization is currently evaluating the impact of the pending adoption of ASU 2016-02 on the Organization's financial statements.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

In September 2020, the FASB Issued ASU No. 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. ASU 2020-07 enhances the presentation of disclosure requirements for contributed nonfinancial assets. ASU 2020-07 requires organizations to present contributed nonfinancial assets as a separate line item in the statement of activities and disclose the amount of contributed nonfinancial assets recognized within the statement of activities by category that depicts the type of contributed nonfinancial assets, as well as a description of any donor-imposed restrictions associated with the contributed nonfinancial assets and the valuation techniques used to arrive at a fair value measure at initial recognition. ASU 2020-07 is effective for the Organization for transactions in which they serve as the resource recipient beginning July 1, 2021, with early adoption permitted. The Organization is currently evaluating the impact of the pending adoption of ASU 2020-07 on its financial statements.

Risks and Uncertainties

On March 11, 2020, the World Health Organization declared the outbreak of coronavirus (COVID-19) a pandemic. The COVID-19 outbreak could negatively impact, for some period of time, the overall economy as well as certain business segments. Investment markets have experienced increased volatility which may negatively affect the carrying value of the Organization's investments. In addition, COVID-19 could adversely affect the Organization's financial condition and results of operations due to the inability to provide in-person services. At the date of these financial statements, management is unable to quantify the potential effects of this pandemic on future operations.

The Organization believes the extent of the COVID-19 pandemic's adverse impact on operating results and financial condition has been and will continue to be driven by many factors, most of which are beyond control and ability to forecast. Such factors include, but are not limited to, the scope and duration of stay-at-home practices and business closures and restrictions, declines in patient volumes for an indeterminable length of time, increases in the number of uninsured and underinsured patients as a result of higher sustained rates of unemployment, incremental expenses required for supplies and personal protective equipment, and changes in professional and general liability exposure. Because of these and other uncertainties, the Organization cannot estimate the length or severity of the impact of the pandemic on its operations. Decreases in cash flows and results of operations may have an impact on the inputs and assumptions used in significant accounting estimates, including estimated implicit price concessions related to uninsured patient accounts, and professional and general liability reserves.

During the fourth quarter of fiscal 2020, the Organization received \$428,451 from the \$50 billion general distribution fund from the CARES Act Provider Relief Fund. These distributions from the Provider Relief Fund are not subject to repayment, provided the Organization is able to attest to and comply with the terms and conditions of the funding, including demonstrating that the distributions received have been used for healthcare-related expenses or lost revenue attributable to COVID-19. Such payments are accounted for as government grants, and are recognized on a systematic and rational basis as other income once there is reasonable assurance that the applicable terms and conditions required to retain the funds will be met. Based on an analysis of the compliance and reporting requirements of the Provider Relief Fund and the impact of the pandemic on operating results through June 30, 2020, the Organization has recorded the full amount of the Provider Relief Funds received within deferred revenue on the accompanying statements of financial position.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

1. Summary of Significant Accounting Policies (Continued)

During the fourth quarter of fiscal year 2020, the Organization successfully petitioned all three managed care organizations to waive the Maintenance of Effort (MOE) provisions in each of the respective provider service agreements. The waiver period is effective for the period of July 1, 2019 through June 30, 2020, and is thereafter reinstated. An extension to waive the MOE requirements beyond this effective period is also uncertain at this time.

Reclassifications

Certain 2019 amounts have been reclassified to permit comparison with the 2020 financial statements presentation format.

Subsequent Events

Events occurring after the statement of financial position date are evaluated by management to determine whether such events should be recognized or disclosed in the financial statements. Management has evaluated subsequent events through November 24, 2020 which is the date the financial statements were available to be issued.

2. Program Service Fees From Third-Party Payors

The Center has agreements with third-party payors that provide payments to the Center at established rates. These payments include:

New Hampshire and Managed Medicaid - The Center is reimbursed for services from the State of New Hampshire and Managed Care Organizations for services rendered to Medicaid clients on the basis of fixed fee for service and case rates.

Approximately 75% and 74% of program service fee revenue is from participation in the state and managed care organization sponsored Medicaid programs for the years ended June 30, 2020 and 2019, respectively. Laws and regulations governing the Medicaid programs are complex and subject to interpretation and change. As a result, it is reasonably possible that recorded estimates could change materially in the near term.

3. Patient Accounts and Other Receivables

Patient accounts receivable consists of the following at June 30:

	<u>2020</u>	<u>2019</u>
Due from clients	\$ 409,900	\$ 372,523
Managed Medicaid	226,603	293,860
Medicaid receivable	506,570	405,094
Medicare receivable	184,591	71,465
Other insurance	<u>693,943</u>	<u>571,115</u>
	<u>\$2,021,607</u>	<u>\$1,714,057</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**

Years Ended June 30, 2020 and 2019

3. Patient Accounts and Other Receivables (Continued)

Other accounts receivable consists of the following at June 30:

	<u>2020</u>	<u>2019</u>
State and federal grants receivable	\$1,304,371	\$389,205
Amounts due from third-party payors	886,895	—
Amounts due from other not-for-profit organizations	<u>224,761</u>	<u>215,697</u>
	<u>\$2,416,027</u>	<u>\$604,902</u>

4. Investments and Assets Whose Use is Limited or Restricted

Investments and assets whose use is limited or restricted are presented in the financial statements at market value as follows at June 30:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 248,308	\$ 58,183
Certificate of deposit	250,000	250,000
Fixed income securities	597,985	633,230
Common stock and mutual funds	<u>3,475,737</u>	<u>3,554,354</u>
	<u>\$4,572,030</u>	<u>\$4,495,767</u>

Investments

Investments, stated at fair value, are comprised of the following at June 30:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 222,938	\$ 52,434
Certificate of deposit	250,000	250,000
Fixed income securities	536,887	570,665
Common stock and mutual funds	<u>3,120,610</u>	<u>3,203,176</u>
	<u>\$4,130,435</u>	<u>\$4,076,275</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

4. Investments and Assets Whose Use is Limited or Restricted (Continued)

Assets Whose Use is Limited or Restricted

The composition of assets whose use is limited or restricted, stated at fair value, is comprised of the following at June 30:

	<u>2020</u>	<u>2019</u>
Donor restricted:		
Cash and cash equivalents	\$ 25,370	\$ 5,749
Fixed income securities	61,098	62,565
Common stock and mutual funds	<u>355,127</u>	<u>351,178</u>
	<u>\$441,595</u>	<u>\$419,492</u>

Interest and dividend income, investment fees and net realized and unrealized gains and losses from assets whose use is limited and investments included in nonoperating revenues and expenses are comprised of the following at June 30:

	<u>2020</u>	<u>2019</u>
Interest and dividend income:		
Without donor restrictions	\$117,408	\$114,518
With donor restrictions	14,519	12,378
Investment fees:		
Without donor restrictions	(19,149)	(19,105)
With donor restrictions	(2,368)	(2,065)
Net realized gains:		
Without donor restrictions	83,530	26,182
With donor restrictions	10,330	2,830
Net unrealized (losses) gains:		
Without donor restrictions	(39,246)	85,677
With donor restrictions	<u>(4,853)</u>	<u>9,261</u>
	<u>\$160,171</u>	<u>\$229,676</u>

5. Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. In determining fair value, the use of various valuation approaches, including market, income and cost approaches, is permitted.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

5. Fair Value Measurements (Continued)

A fair value hierarchy has been established based on whether the inputs to valuation techniques are observable or unobservable. Observable inputs reflect market data obtained from sources independent of the reporting entity and unobservable inputs reflect the entity's own assumptions about how market participants would value an asset or liability based on the best information available. Valuation techniques used to measure fair value must maximize the use of observable inputs and minimize the use of unobservable inputs. The standard describes a fair value hierarchy based on three levels of inputs, of which the first two are considered observable and the last unobservable, that may be used to measure fair value.

The following describes the hierarchy of inputs used to measure fair value and the primary valuation methodologies used by the Organization for financial instruments measured at fair value on a recurring basis. The three levels of inputs are as follows:

Level 1 - Observable inputs such as quoted prices in active markets;

Level 2 - Inputs, other than the quoted prices in active markets, that are observable either directly or indirectly; and

Level 3 - Unobservable inputs in which there is little or no market data.

Assets and liabilities measured at fair value are based on one or more of three valuation techniques. The three valuation techniques are as follows:

- *Market approach* – Prices and other relevant information generated by market transactions involving identical or comparable assets or liabilities;
- *Cost approach* – Amount that would be required to replace the service capacity of an asset (i.e., replacement cost); and
- *Income approach* – Techniques to convert future amounts to a single present amount based on market expectations (including present value techniques).

In determining the appropriate levels, the Organization performs a detailed analysis of the assets and liabilities. There have been no changes in the methodologies used at June 30, 2020 or 2019.

The following is a description of the valuation methodologies used:

Certificate of Deposit and Fixed Income Securities

The fair value is determined by using broker or dealer quotations, external pricing providers, or alternative pricing sources with reasonable levels of price transparency, which are primarily classified as Level 1 within the fair value hierarchy.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

5. Fair Value Measurements (Continued)Mutual funds

Mutual funds are valued based on the closing net asset value of the fund as reported in the active market in which the security is traded, which generally results in classification as Level 1 within the fair value hierarchy.

Common Stock

Common stock is valued at the closing price of the fund as reported in the active market in which the security is traded, which generally results in classification as Level 1 within the fair value hierarchy.

The following table presents by level, within the fair value hierarchy, the Foundation investment assets at fair value, as of June 30, 2020 and 2019. As required by professional accounting standards, investment assets are classified in their entirety based upon the lowest level of input that is significant to the fair value measurement.

<u>Description</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
<u>2020</u>				
Cash and cash equivalents	\$ 248,308	\$ —	\$ —	\$ 248,308
Certificate of deposit	250,000	—	—	250,000
Fixed income:				
Corporate bonds	597,985	—	—	597,985
Mutual funds:				
Bank loans	73,294	—	—	73,294
Emerging markets bond	18,149	—	—	18,149
Intermediate/long-term high quality U.S.	237,761	—	—	237,761
Large cap foreign equity	485,055	—	—	485,055
Large cap U.S. blend equity	1,136,270	—	—	1,136,270
Large cap U.S. growth equity	296,958	—	—	296,958
Large cap U.S. value equity	269,324	—	—	269,324
Sector	376,420	—	—	376,420
Short-term bond	111,087	—	—	111,087
Small cap foreign/emerging market equity	153,129	—	—	153,129
Strategic income	245,111	—	—	245,111
Tactical	<u>73,179</u>	<u>—</u>	<u>—</u>	<u>73,179</u>
	<u>\$4,572,030</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$4,572,030</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

5. Fair Value Measurements (Continued)

<u>Description</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
<u>2019</u>				
Cash and cash equivalents	\$ 58,183	\$ —	\$ —	\$ 58,183
Certificate of deposit	250,000	—	—	250,000
Common stock:				
Large cap value	10,307	—	—	10,307
Fixed income:				
Corporate bonds	633,230	—	—	633,230
Mutual funds:				
Bank loans	123,986	—	—	123,986
Emerging markets bond	70,234	—	—	70,234
Foreign large cap equity	480,412	—	—	480,412
Intermediate term bond	113,025	—	—	113,025
Large cap blended equity	1,858,273	—	—	1,858,273
Mortgage backed security	156,593	—	—	156,593
Sector	302,823	—	—	302,823
Short-term bond	66,667	—	—	66,667
Small cap foreign/emerging market equity	168,556	—	—	168,556
Strategic income	132,713	—	—	132,713
Tactical	<u>70,765</u>	<u>—</u>	<u>—</u>	<u>70,765</u>
	<u>\$4,495,767</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$4,495,767</u>

6. Property and Equipment

Property and equipment consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
Operating properties:		
Land	\$ 1,902,002	\$ 1,835,152
Buildings and improvements	14,105,361	12,658,142
Furniture and equipment	<u>2,795,166</u>	<u>2,490,922</u>
	18,802,529	16,984,216
Less accumulated depreciation	<u>(7,300,447)</u>	<u>(6,646,311)</u>
	11,502,082	10,337,905
Commercial rental properties:		
Land	249,026	315,876
Buildings and improvements	<u>3,234,478</u>	<u>3,874,524</u>
	3,483,504	4,190,400
Less accumulated depreciation	<u>(225,175)</u>	<u>(178,943)</u>
	<u>3,258,329</u>	<u>4,011,457</u>
	<u>\$14,760,411</u>	<u>\$14,349,362</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

6. Property and Equipment (Continued)

Depreciation expense for the year ended June 30, 2020 was \$700,371 of which \$616,268 is reflected in operations and \$84,103 is reflected in nonoperating activity related to rental properties. Depreciation expense for the year ended June 30, 2019 was \$670,673 of which \$576,784 is reflected in operations and \$93,889 is reflected in nonoperating activity related to rental properties.

7. Deferred Revenue

Deferred revenue consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
CARES Act Provider Relief Funds	\$428,451	\$ —
Cenpatco cap adjustment	80,237	80,237
Granite State UW BMBF Youth grant	8,671	25,000
Miscellaneous deferred revenue	26,863	24,496
Pearl Manor Seniors Initiative Grant	18,358	27,728
People With Disabilities First Aid Grant	<u>11,850</u>	<u>—</u>
	<u>\$574,430</u>	<u>\$157,461</u>

8. Line of Credit

As of June 30, 2020 and 2019, the Center had available a line of credit with a bank providing for maximum borrowings of \$2,500,000. There were no borrowings outstanding at June 30, 2020 and 2019. The line is secured by all business assets of the Center and was not utilized as of June 30, 2020. These funds are available with interest charged at TD Bank, N.A. base rate (3.25% as of June 30, 2020). The line of credit is due on demand and is set to expire on February 28, 2021.

9. Long-Term Debt

On April 20, 2020, the Organization received loan proceeds in the amount of \$4,390,000 through the Paycheck Protection Program (PPP) established by the *Coronavirus Aid, Relief, and Economic Security Act* (CARES Act) and administered by the U.S. Small Business Administration (SBA). The PPP provides loans to qualifying organizations for amounts up to 2.5 times the average monthly payroll expenses of the qualifying organization. The loan and accrued interest had original terms that were forgivable after eight weeks as long as the borrower used the loan proceeds for eligible purposes, including payroll, benefits, rent, and utilities, and maintains its payroll levels. The amount of loan forgiveness would be reduced if the borrower terminated employees or reduced salaries during the eight-week period. Certain modifications to PPP loan terms were signed into law in June 2020 that changed the forgiveness, covered period and forgiveness periods.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

9. Long-Term Debt (Continued)

The unforgiven portion of the PPP loan bears interest at 1%, with a deferral of payments for the first six months. In October 2020, the deferral period was extended to ten months. The loan may be prepaid at any time without penalty and has a maturity date in April 2022. The Organization intends to use the proceeds for purposes consistent with the PPP. While the Organization currently believes that its use of the loan proceeds will meet the conditions for forgiveness of the loan, as of the date of issuance of these financial statements, there is no assurance that the Organization will not take actions that could cause the Organization to be ineligible for forgiveness of the loan, in whole or in part. The Organization has accounted for the PPP loan in accordance with FASB ASC Topic 470, *Debt*.

Long-term debt consisted of the following at June 30:

	<u>2020</u>	<u>2019</u>
Bond payable to a bank, due July 2027, with interest only payments at 3.06% through February 2026. Fixed principal payments commence March 2026. Secured by specific real estate	\$ 5,760,000	\$5,760,000
Note payable to a bank, due March 2026, monthly principal payments of \$17,016, plus interest at a 4.4% interest rate per annum. Secured by specific real estate	1,392,708	1,545,852
Note payable to a bank, due July 2020, monthly principal and interest payments of \$1,231 at a 3.27% interest rate. Secured by specific real estate	68,535	80,260
PPP loan	<u>4,390,000</u>	<u>—</u>
	11,611,243	7,386,112
Less current portion	(2,169,961)	(230,290)
Less unamortized debt issuance costs	<u>(74,098)</u>	<u>(84,559)</u>
	<u>\$ 9,367,184</u>	<u>\$7,071,263</u>

In connection with the line of credit, note payable and bond payable agreements, the Center is required to comply with certain restrictive financial covenants including, but not limited to, debt service coverage and days cash on hand ratios. At June 30, 2020, the Organization was in compliance with these restrictive covenants.

Aggregate principal payments on long-term debt, due within the next five years and thereafter are as follows:

Year ending June 30:	
2021	\$ 2,169,961
2022	2,657,739
2023	201,834
2024	235,866
2025	214,096
Thereafter	<u>6,131,747</u>
	<u>\$11,611,243</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**

Years Ended June 30, 2020 and 2019

9. Long-Term Debt (Continued)

Interest expense for the years ending June 30, 2020 and 2019 was \$274,867 and \$256,944, respectively. In accordance with ASU 2015-03, the amortization of debt issuance costs of \$10,461 is reflected in interest expense at June 30, 2020 and 2019. The remaining balance of \$264,406 and \$246,483, respectively, is interest related to the above debt for the years ended June 30, 2020 and 2019, respectively.

10. Lease Obligations

The Center leases certain facilities and equipment under operating leases which expire at various dates. Aggregate future minimum payments under noncancelable operating leases with terms of one year or more as of June 30, 2020 are as follows:

2021	\$ 88,623
2022	54,103
2023	14,973
2024	1,673
2025	<u>1,255</u>
	<u>\$160,627</u>

Rent expense incurred by the Center was \$103,898 and \$92,697 for the years ended June 30, 2020 and 2019, respectively.

11. Leases in Financial Statements of Lessors

In July 2017, the Center acquired an office building it previously partially leased located at 2 Wall Street in Manchester, New Hampshire. The Center leases the real estate it does not occupy to nonrelated third parties. Aggregate future minimum lease payments to be received from tenants under noncancelable operating leases with terms of one year or more as of June 30, 2020 are as follows:

2021	\$ 355,663
2022	285,217
2023	215,792
2024	214,225
2025	112,185
Thereafter	<u>59,606</u>
	<u>\$1,242,688</u>

Rental revenue related to these noncancelable operating leases was \$401,003 and \$403,191 for the years ended June 30, 2020 and 2019, respectively.

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

12. Concentrations of Credit Risk

The Foundation holds investments with LPL Financial totaling \$4,322,030 and \$4,245,767 as of June 30, 2020 and 2019, respectively. Of this amount \$3,822,030 and \$3,745,767, respectively, is in excess of SIPC coverage of \$500,000 and is uninsured at June 30, 2020 and 2019, respectively.

The Center grants credit without collateral to its clients, most who are area residents and are insured under third-party payor agreements. The mix of receivables due from clients and third-party payors is as follows at June 30:

	<u>2020</u>	<u>2019</u>
Due from clients	41%	44%
Managed Medicaid	12	13
Medicaid receivable	15	13
Medicare receivable	8	3
Other insurance	<u>24</u>	<u>27</u>
	<u>100%</u>	<u>100%</u>

13. Net Assets With Donor Restrictions

Net assets with donor restrictions are available for the following purposes at June 30:

	<u>2020</u>	<u>2019</u>
Purpose restriction:		
Educational scholarships and program related activities	\$209,298	\$187,195
Perpetual in nature:		
Investments to be held in perpetuity, the income from which is restricted to support educational scholarships and program related activities	<u>232,297</u>	<u>232,297</u>
	<u>\$441,595</u>	<u>\$419,492</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**

Years Ended June 30, 2020 and 2019

14. Liquidity and Availability

Financial assets available for general expenditure within one year of the statement of financial position date, consist of the following at June 30, 2020:

Financial assets at year end:

Cash and cash equivalents	\$ 9,525,985
Patient accounts receivable	2,021,607
Other accounts receivable	2,416,027
Investments	<u>4,130,435</u>

Financial assets available to meet general
expenditures within one year

\$18,094,054

The Foundation receives contributions restricted by donors, and considers contributions restricted for programs which are ongoing, major and central to its annual operations to be available to meet cash needs for general expenditures.

Supplementary Information

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

June 30, 2020

ASSETS

	<u>Center</u>	<u>Foundation</u>	<u>Amoskeag</u>	<u>Elimi- nations</u>	<u>Total</u>
Current assets:					
Cash and cash equivalents	\$ 9,174,331	\$ 34,587	\$117,067	\$ 200,000	\$ 9,525,985
Restricted cash	4,322	—	88,464	—	92,786
Patient accounts receivable	2,021,607	—	—	—	2,021,607
Other accounts receivable	2,414,414	199,900	1,713	(200,000)	2,416,027
Due from affiliate	161,908	—	—	(161,908)	—
Investments – short-term	250,000	—	—	—	250,000
Prepaid expenses	<u>556,789</u>	<u>—</u>	<u>691</u>	<u>—</u>	<u>557,480</u>
Total current assets	14,583,371	234,487	207,935	(161,908)	14,863,885
Investments – long-term	—	3,880,435	—	—	3,880,435
Assets whose use is limited or restricted	—	441,595	—	—	441,595
Property and equipment, net of accumulated depreciation	<u>14,609,960</u>	<u>—</u>	<u>150,451</u>	<u>—</u>	<u>14,760,411</u>
Total assets	<u>\$29,193,331</u>	<u>\$4,556,517</u>	<u>\$358,386</u>	<u>\$ (161,908)</u>	<u>\$33,946,326</u>

LIABILITIES AND NET ASSETS

	<u>Center</u>	<u>Foundation</u>	<u>Amoskeag</u>	<u>Elimi- nations</u>	<u>Total</u>
Current liabilities:					
Accounts payable	\$ 183,858	\$ —	\$ 2,586	\$ —	\$ 186,444
Accrued payroll, vacation and other accruals	3,935,578	711	—	—	3,936,289
Deferred revenue	574,430	—	—	—	574,430
Due to affiliate	—	128,400	33,508	(161,908)	—
Current portion of long-term debt	2,155,303	—	14,658	—	2,169,961
Amounts held for patients and other deposits	<u>20,187</u>	<u>—</u>	<u>2,615</u>	<u>—</u>	<u>22,802</u>
Total current liabilities	6,869,356	129,111	53,367	(161,908)	6,889,926
Extended illness leave, long term	484,285	—	—	—	484,285
Post-retirement benefit obligation	70,993	—	—	—	70,993
Long-term debt, less current maturities and unamortized debt issuance costs	<u>9,313,307</u>	<u>—</u>	<u>53,877</u>	<u>—</u>	<u>9,367,184</u>
Total liabilities	16,737,941	129,111	107,244	(161,908)	16,812,388
Net assets:					
Without donor restrictions	12,455,390	3,985,811	251,142	—	16,692,343
With donor restrictions	<u>—</u>	<u>441,595</u>	<u>—</u>	<u>—</u>	<u>441,595</u>
Total net assets	<u>12,455,390</u>	<u>4,427,406</u>	<u>251,142</u>	<u>—</u>	<u>17,133,938</u>
Total liabilities and net assets	<u>\$29,193,331</u>	<u>\$4,556,517</u>	<u>\$358,386</u>	<u>\$ (161,908)</u>	<u>\$33,946,326</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF ACTIVITIES
AND CHANGES IN NET ASSETS

Year Ended June 30, 2020

	<u>Center</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Foundation</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>With</u> <u>Donor</u> <u>Restriction</u>	<u>Amoskeag</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Total</u>
Revenues and other support:					
Program service fees	\$25,722,254	\$ —	\$ —	\$ —	\$25,722,254
Program rental income	138,572	—	—	221,172	359,744
Fees and grants from government agencies	6,253,650	—	—	—	6,253,650
Interest income	48,164	—	—	—	48,164
Other income	<u>7,228,007</u>	<u>—</u>	<u>—</u>	<u>42</u>	<u>7,228,049</u>
Total revenues and other support	39,390,647	—	—	221,214	39,611,861
Operating expenses:					
Program services:					
Children and adolescents	5,488,616	—	—	—	5,488,616
Emergency services	2,866,477	—	—	—	2,866,477
Vocational services	659,686	—	—	—	659,686
Noneligibles	1,738,729	—	—	—	1,738,729
Multiservice team	9,843,326	—	—	—	9,843,326
ACT team	4,194,118	—	—	—	4,194,118
Crisis unit	5,791,325	—	—	—	5,791,325
Community residences and support living	1,534,011	—	—	—	1,534,011
HUD residences	—	—	—	153,781	153,781
Housing bridge program	423,615	—	—	—	423,615
Other	<u>1,862,359</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>1,862,359</u>
Total program services	34,402,262	—	—	153,781	34,556,043
Support services:					
Management and general	3,503,470	—	—	29,453	3,532,923
Operating property	574,967	—	—	—	574,967
Interest expense	<u>271,826</u>	<u>—</u>	<u>—</u>	<u>3,041</u>	<u>274,867</u>
Total operating expenses	<u>38,752,525</u>	<u>—</u>	<u>—</u>	<u>186,275</u>	<u>38,938,800</u>
Income from operations	638,122	—	—	34,939	673,061

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF ACTIVITIES
AND CHANGES IN NET ASSETS (CONTINUED)

Year Ended June 30, 2020

	<u>Center</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Foundation</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>With</u> <u>Donor</u> <u>Restriction</u>	<u>Amoskeag</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Total</u>
Income from operations	\$ 638,122	\$ —	\$ —	\$ 34,939	\$ 673,061
Nonoperating revenue (expenses):					
Rental income	401,003	—	—	—	401,003
Rental property expense	(298,934)	—	—	—	(298,934)
Contributions	218,666	591	4,475	—	223,732
Net investment return	—	142,543	17,628	—	160,171
Dues	—	(5,040)	—	—	(5,040)
Miscellaneous expenses	—	(3,499)	—	—	(3,499)
Nonoperating revenue, net	<u>320,735</u>	<u>134,595</u>	<u>22,103</u>	<u>—</u>	<u>477,433</u>
Excess (deficiency) of revenues over expenses	958,857	134,595	22,103	34,939	1,150,494
Net transfer (to) from affiliate	<u>(200,000)</u>	<u>200,000</u>	<u>—</u>	<u>—</u>	<u>—</u>
Increase in net assets	758,857	334,595	22,103	34,939	1,150,494
Net assets at beginning of year	<u>11,696,533</u>	<u>3,651,216</u>	<u>419,492</u>	<u>216,203</u>	<u>15,983,444</u>
Net assets at end of year	<u>\$12,455,390</u>	<u>\$3,985,811</u>	<u>\$441,595</u>	<u>\$251,142</u>	<u>\$17,133,938</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

ANALYSIS OF BBH REVENUES, RECEIPTS AND RECEIVABLES

For the Year Ended June 30, 2020

	BBH Receivable Beginning of Year	BBH Revenues Per Audited Financial Statements	Receipts for Year	BBH Receivable End of Year
Contract year, June 30, 2020	<u>\$252,073</u>	<u>\$3,041,764</u>	<u>\$(2,529,883)</u>	<u>\$763,954</u>

	<u>Amount</u>
Analysis of receipts:	
Date of receipt/deposit:	
July 25, 2019	\$ 251,192
July 30, 2019	230
August 16, 2019	885
October 18, 2019	503,259
November 15, 2019	251,187
December 26, 2019	251,187
January 21, 2020	252,072
February 26, 2020	251,187
March 25, 2020	265,187
May 4, 2020	251,187
May 21, 2020	1,123
June 4, 2020	<u>251,187</u>
	<u>\$2,529,883</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

STATEMENT OF FUNCTIONAL PUBLIC SUPPORT AND REVENUES

Year Ended June 30, 2020

	Total Agency	Admini- stration	Total Center Programs	Child and Adolescents	Emergency Services	Vocational Services	Non- Eligibles	Mental Health Multi- Service Team
Program service fees:								
Net client fees	\$ 181,631	\$ -	\$ 181,631	\$ 11,792	\$ 36,671	\$ (4,636)	\$ (35,149)	\$ (60,284)
HMO's	1,799,918	-	1,799,918	422,945	185,587	-	421,226	472,449
Blue Cross/Blue Shield	2,493,363	-	2,493,363	389,203	337,243	-	441,019	670,946
Medicaid	19,226,816	-	19,226,816	6,571,219	540,874	301,183	258,187	6,600,411
Medicare	1,186,322	-	1,186,322	1,273	12,793	91	183,193	868,594
Other insurance	825,053	-	825,053	115,280	65,947	19,706	148,414	269,441
Other program fees	<u>9,151</u>	<u>-</u>	<u>9,151</u>	<u>123</u>	<u>3,411</u>	<u>-</u>	<u>1,299</u>	<u>1,102</u>
	25,722,254	-	25,722,254	7,511,835	1,182,526	316,344	1,418,189	8,822,659
Local and county government:								
Division for Children, youth and families	3,245	-	3,245	3,245	-	-	-	-
Federal funding path	43,731	-	43,731	-	43,731	-	-	-
Rental income	359,744	-	138,572	-	-	-	-	-
Interest income	48,164	-	48,164	-	-	-	-	-
BBH:								
Bureau of Behavioral Health	1,649,540	-	1,649,540	1,353	440,884	-	-	-
Other	1,345,248	-	1,345,248	-	-	-	-	-
Other revenues	<u>10,439,935</u>	<u>-</u>	<u>10,439,893</u>	<u>2,008,696</u>	<u>1,159,197</u>	<u>182,867</u>	<u>111,805</u>	<u>2,045,589</u>
	13,889,607	-	13,668,393	2,013,294	1,643,812	182,867	111,805	2,045,589
Total program revenues	<u>\$39,611,861</u>	<u>\$ -</u>	<u>\$39,390,647</u>	<u>\$ 9,525,129</u>	<u>\$ 2,826,338</u>	<u>\$ 499,211</u>	<u>\$ 1,529,994</u>	<u>\$10,868,248</u>

	<u>Center</u>							
	<u>ACT Team</u>	<u>Crisis Unit</u>	<u>Community Residence</u>	<u>Supportive Living</u>	<u>Other Mental Health</u>	<u>Other Non-BBH</u>	<u>Housing Bridge</u>	<u>Amoskeag</u>
Program service fees:								
Net client fees	\$ 93,052	\$ 25,405	\$ 26,000	\$ 21,000	\$ -	\$ 67,780	\$ -	\$ -
HMO's	13,293	284,418	-	-	-	-	-	-
Blue Cross/Blue Shield	37,068	617,884	-	-	-	-	-	-
Medicaid	2,316,186	1,592,395	557,284	462,903	2,128	24,046	-	-
Medicare	114,186	6,036	156	-	-	-	-	-
Other insurance	92,343	107,995	-	4,012	-	1,915	-	-
Other program fees	<u>125</u>	<u>3,052</u>	<u>-</u>	<u>39</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	2,666,253	2,637,185	583,440	487,954	2,128	93,741	-	-
Local and county government:								
Division for Children, youth and families	-	-	-	-	-	-	-	-
Federal funding path	-	-	-	-	-	-	-	-
Rental income	-	992	-	132,108	-	5,472	-	221,172
Interest income	-	-	-	-	-	48,164	-	-
BBH:								
Bureau of Behavioral Health	475,000	675,000	-	-	57,303	-	-	-
Other	-	1,345,248	-	-	-	-	-	-
Other revenues	<u>1,095,204</u>	<u>1,120,490</u>	<u>43,374</u>	<u>314,687</u>	<u>11,096</u>	<u>1,855,619</u>	<u>491,269</u>	<u>42</u>
	<u>1,570,204</u>	<u>3,141,730</u>	<u>43,374</u>	<u>446,795</u>	<u>68,399</u>	<u>1,909,255</u>	<u>491,269</u>	<u>221,214</u>
Total program revenues	\$ <u>4,236,457</u>	\$ <u>5,778,915</u>	\$ <u>626,814</u>	\$ <u>934,749</u>	\$ <u>70,527</u>	\$ <u>2,002,996</u>	\$ <u>491,269</u>	\$ <u>221,214</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

June 30, 2019

ASSETS

	<u>Center</u>	<u>Foundation</u>	<u>Amoskeag</u>	<u>Elimi- nations</u>	<u>Total</u>
Current assets:					
Cash and cash equivalents	\$ 5,906,396	\$ 29,418	\$126,651	\$ -	\$ 6,062,465
Restricted cash	454,345	-	33,173	-	487,518
Patient accounts receivable	1,714,057	-	-	-	1,714,057
Other accounts receivable	607,381	-	(2,479)	-	604,902
Due from affiliate	210,400	-	-	(210,400)	-
Investments – short-term	250,000	-	-	-	250,000
Prepaid expenses	<u>495,089</u>	<u>-</u>	<u>691</u>	<u>-</u>	<u>495,780</u>
Total current assets	9,637,668	29,418	158,036	(210,400)	9,614,722
Investments – long-term	-	3,826,275	-	-	3,826,275
Assets whose use is limited or restricted	-	419,492	-	-	419,492
Property and equipment, net of accumulated depreciation	14,199,392	-	149,970	-	14,349,362
Total assets	<u>\$23,837,060</u>	<u>\$4,275,185</u>	<u>\$308,006</u>	<u>\$(210,400)</u>	<u>\$28,209,851</u>

LIABILITIES AND NET ASSETS

	<u>Center</u>	<u>Foundation</u>	<u>Amoskeag</u>	<u>Elimi- nations</u>	<u>Total</u>
Current liabilities:					
Accounts payable	\$ 375,033	\$ —	\$ 2,295	\$ —	\$ 377,328
Accrued payroll, vacation and other accruals	3,739,644	710	—	—	3,740,354
Deferred revenue	157,461	—	—	—	157,461
Accrual for estimated third-party payor settlements	99,218	—	—	—	99,218
Due to affiliate	—	203,767	6,633	(210,400)	—
Current portion of long-term debt	218,525	—	11,765	—	230,290
Amounts held for patients and other deposits	<u>18,665</u>	<u>—</u>	<u>2,615</u>	<u>—</u>	<u>21,280</u>
Total current liabilities	4,608,546	204,477	23,308	(210,400)	4,625,931
Extended illness leave, long term	460,541	—	—	—	460,541
Post-retirement benefit obligation	68,672	—	—	—	68,672
Long-term debt, less current maturities and unamortized debt issuance costs	<u>7,002,768</u>	<u>—</u>	<u>68,495</u>	<u>—</u>	<u>7,071,263</u>
Total liabilities	12,140,527	204,477	91,803	(210,400)	12,226,407
Net assets:					
Without donor restrictions	11,696,533	3,651,216	216,203	—	15,563,952
With donor restrictions	<u>—</u>	<u>419,492</u>	<u>—</u>	<u>—</u>	<u>419,492</u>
Total net assets	<u>11,696,533</u>	<u>4,070,708</u>	<u>216,203</u>	<u>—</u>	<u>15,983,444</u>
Total liabilities and net assets	<u>\$23,837,060</u>	<u>\$4,275,185</u>	<u>\$308,006</u>	<u>\$(210,400)</u>	<u>\$28,209,851</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF ACTIVITIES
AND CHANGES IN NET ASSETS

Year Ended June 30, 2019

	<u>Center</u> Without Donor Restriction	<u>Foundation</u> Without Donor Restriction	<u>With</u> Donor Restriction	<u>Amoskeag</u> Without Donor Restriction	<u>Total</u>
Revenues and other support:					
Program service fees	\$22,440,002	\$ —	\$ —	\$ —	\$22,440,002
Program rental income	131,429	—	—	203,638	335,067
Fees and grants from government agencies	4,644,491	—	—	—	4,644,491
Interest income	105,293	—	—	—	105,293
Other income	<u>6,732,558</u>	<u>—</u>	<u>—</u>	<u>71</u>	<u>6,732,629</u>
Total revenues and other support	34,053,773	—	—	203,709	34,257,482
Operating expenses:					
Program services:					
Children and adolescents	4,885,860	—	—	—	4,885,860
Elderly	256,616	—	—	—	256,616
Emergency services	2,444,022	—	—	—	2,444,022
Vocational services	555,013	—	—	—	555,013
Noneligibles	1,445,620	—	—	—	1,445,620
Multiservice team	7,879,982	—	—	—	7,879,982
ACT team	3,808,348	—	—	—	3,808,348
Crisis unit	5,299,302	—	—	—	5,299,302
Community residences and support living	1,486,944	—	—	—	1,486,944
HUD residences	—	—	—	214,402	214,402
Other	<u>1,908,952</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>1,908,952</u>
Total program services	29,970,659	—	—	214,402	30,185,061
Support services:					
Management and general	3,368,217	—	—	36,493	3,404,710
Operating property	478,932	—	—	—	478,932
Interest expense	<u>253,414</u>	<u>—</u>	<u>—</u>	<u>3,530</u>	<u>256,944</u>
Total operating expenses	<u>34,071,222</u>	<u>—</u>	<u>—</u>	<u>254,425</u>	<u>34,325,647</u>
Loss from operations	(17,449)	—	—	(50,716)	(68,165)

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

CONSOLIDATING STATEMENT OF ACTIVITIES
AND CHANGES IN NET ASSETS (CONTINUED)

Year Ended June 30, 2019

	<u>Center</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Foundation</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>With</u> <u>Donor</u> <u>Restriction</u>	<u>Amoskeag</u> <u>Without</u> <u>Donor</u> <u>Restriction</u>	<u>Total</u>
Loss from operations	\$ (17,449)	\$ —	\$ —	\$ (50,716)	\$ (68,165)
Nonoperating revenue (expenses):					
Rental income	403,191	—	—	—	403,191
Rental property expense	(367,083)	—	—	—	(367,083)
Contributions	273,353	15,172	6,418	—	294,943
Net investment return	—	207,272	22,404	—	229,676
Dues	—	(4,800)	—	—	(4,800)
Donations to charitable organizations	—	—	(16,500)	—	(16,500)
Miscellaneous expenses	—	(2,949)	—	—	(2,949)
Nonoperating revenue, net	<u>309,461</u>	<u>214,695</u>	<u>12,322</u>	<u>—</u>	<u>536,478</u>
Excess (deficiency) of revenues over expenses	292,012	214,695	12,322	(50,716)	468,313
Net transfer from (to) affiliate	83,907	(83,907)	—	—	—
Reclassification of net assets with donor restrictions	<u>—</u>	<u>(67,481)</u>	<u>67,481</u>	<u>—</u>	<u>—</u>
Increase (decrease) in net assets	375,919	63,307	79,803	(50,716)	468,313
Net assets at beginning of year	<u>11,320,614</u>	<u>3,587,909</u>	<u>339,689</u>	<u>266,919</u>	<u>15,515,131</u>
Net assets at end of year	<u>\$11,696,533</u>	<u>\$3,651,216</u>	<u>\$419,492</u>	<u>\$216,203</u>	<u>\$15,983,444</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

ANALYSIS OF BBH REVENUES, RECEIPTS AND RECEIVABLES

For the Year Ended June 30, 2019

	BBH Receivable Beginning of Year	BBH Revenues Per Audited Financial Statements	Receipts for Year	BBH Receivable End of Year
Contract year, June 30, 2019	\$ <u>162,885</u>	\$ <u>3,038,801</u>	\$ <u>(2,949,613)</u>	\$ <u>252,073</u>

	<u>Amount</u>
Analysis of receipts:	
Date of receipt/deposit:	
July 16, 2018	\$ 161,207
July 20, 2018	885
September 12, 2018	251,187
October 30, 2018	278,166
November 1, 2018	224,210
November 29, 2018	251,622
January 24, 2019	1,770
February 8, 2019	516,374
March 4, 2019	5,000
April 8, 2019	502,374
April 19, 2019	139,969
April 22, 2019	112,104
May 28, 2019	1,839
May 30, 2019	251,188
June 26, 2019	<u>251,718</u>
	<u>\$2,949,613</u>

MANCHESTER MENTAL HEALTH FOUNDATION, INC. AND AFFILIATES

STATEMENT OF FUNCTIONAL PUBLIC SUPPORT AND REVENUES

Year Ended June 30, 2019

								Mental Health
	Total Agency	Admini- stration	Total Center Programs	Child and Adolescents	Elderly Services	Emergency Services	Vocational Services	Non- Eligibles
Program service fees:								
Net client fees	\$ 371,054	\$ —	\$ 371,054	\$ 57,629	\$ (30,131)	\$ 74,775	\$ 10,467	\$ (33,806)
HMO's	1,537,915	—	1,537,915	291,142	26,245	281,882	—	333,349
Blue Cross/Blue Shield	2,111,774	—	2,111,774	303,611	62,836	344,591	—	395,569
Medicaid	16,632,486	—	16,632,486	5,720,539	311,395	488,409	257,662	285,511
Medicare	1,190,836	—	1,190,836	750	194,785	8,238	1	139,715
Other insurance	597,002	—	597,002	94,147	16,599	119,631	6,023	92,977
Other program fees	(1,065)	—	(1,065)	(137)	(1,498)	(3,716)	—	(1,025)
	22,440,002	—	22,440,002	6,467,681	580,231	1,313,810	274,153	1,212,290
Local and county government:								
Division for Children, youth and families	3,540	—	3,540	3,540	—	—	—	—
Federal funding path	40,121	—	40,121	—	—	40,121	—	—
Rental income	335,067	—	335,067	—	—	—	—	—
Interest income	105,293	—	105,293	—	—	—	—	—
BBH:								
Bureau of Behavioral Health	3,038,801	—	3,038,801	2,804	—	440,882	—	—
Other	1,079,642	—	1,079,642	—	—	—	—	—
Other revenues	7,215,016	46,315	7,168,701	2,056,937	69,266	1,100,213	177,174	44,618
	11,817,480	46,315	11,771,165	2,063,281	69,266	1,581,216	177,174	44,618
Total program revenues	\$34,257,482	\$ 46,315	\$34,211,167	\$ 8,530,962	\$ 649,497	\$ 2,895,026	\$ 451,327	\$ 1,256,908

	<u>Center</u>							
	<u>Multi</u>	<u>ACT</u>	<u>Crisis</u>	<u>Community</u>	<u>Supportive</u>	<u>Other</u>	<u>Other</u>	
	<u>Service</u>	<u>Team</u>	<u>Unit</u>	<u>Residence</u>	<u>Living</u>	<u>Mental</u>	<u>Non-BBH</u>	<u>Amoskeag</u>
	<u>Team</u>					<u>Health</u>		
Program service fees:								
Net client fees	\$ (119,964)	\$ 61,199	\$ 245,926	\$ 29,012	\$ 24,383	\$ -	\$ 51,564	\$ -
HMO's	298,487	18,683	288,120	-	-	-	7	-
Blue Cross/Blue Shield	495,257	56,949	452,948	-	-	-	13	-
Medicaid	5,034,904	2,051,593	1,529,058	478,813	441,634	1,451	31,517	-
Medicare	756,733	86,908	3,703	2	-	-	1	-
Other insurance	103,260	72,975	47,897	-	2,512	-	40,981	-
Other program fees	(982)	(139)	(3,022)	-	(43)	-	9,497	-
	6,567,695	2,348,168	2,564,630	507,827	468,486	1,451	133,580	-
Local and county government:								
Division for Children, youth and families	-	-	-	-	-	-	-	-
Federal funding path	-	-	-	-	-	-	-	-
Rental income	-	-	2,303	-	123,675	-	5,451	203,638
Interest income	-	-	-	-	-	-	105,293	-
BBH:								
Bureau of Behavioral Health	-	1,591,509	940,606	-	-	63,000	-	-
Other	-	-	1,079,642	-	-	-	-	-
Other revenues	<u>1,489,720</u>	<u>-</u>	<u>416,861</u>	<u>39,393</u>	<u>317,525</u>	<u>1,112</u>	<u>1,455,811</u>	<u>71</u>
	<u>1,489,720</u>	<u>1,591,509</u>	<u>2,439,412</u>	<u>39,393</u>	<u>441,200</u>	<u>64,112</u>	<u>1,566,555</u>	<u>203,709</u>
Total program revenues	<u>\$ 8,057,415</u>	<u>\$ 3,939,677</u>	<u>\$ 5,004,042</u>	<u>\$ 547,220</u>	<u>\$ 909,686</u>	<u>\$ 65,563</u>	<u>\$ 1,700,135</u>	<u>\$ 203,709</u>

**MANCHESTER MENTAL HEALTH FOUNDATION, INC.
AND
THE MENTAL HEALTH CENTER OF GREATER MANCHESTER, INC.**

**BOARD OF DIRECTORS
2020 - 2021**

Kevin Sheppard, Chair, Director, Manchester Public Works
Term 6 yrs. 10/2016-9/2022

Elaine Michaud, Vice Chair, Retired Partner, Devine Millimet
Term 6 months. 5/2021-10/2021

Brent Kiley, Treasurer, Managing Director, Rise Private Wealth Management
Term 6 yrs. 10/2017-9/2023

Lizabeth MacDonald, Secretary, Principal, Weston Elementary School
Term 6 yrs. 4/2016-9/2022

Allen Aldenberg, Captain, Manchester Police Dept.
Term 6 yrs. 1/2019-9/2024

Mark Burns, Senior Sales Executive, Wieczorek Insurance
Term 6 yrs. 10/2019-9/2025

Ronald Caron, Attorney, Devine, Millimet Law Firm
Term 6 yrs. 10/2019-9/2025

Jeff Eisenberg, President, EVR Advertising
Term 6 yrs. 10/2018-9/2024

Desneiges French, Senior Accountant, Wipfli, LLP
Term 6 yrs. 10/2019-9/2025

David Harrington, Director of Human Resources, New England College
Term 6 yrs. 10/2017-9/2023

Philip Hastings, IT Consultant
Term 6 yrs. 10/2015-9/2021

Jaime Hoebeke, Division Head, Manchester Health Dept.
Term 6 yrs. 10/2015-10/2021

Christina Mellor, Interior Designer, Lavallee Brensinger Architects
Term 6 yrs. 10/2015-9/2021

Michael Reed, President, Stebbins Commercial Properties, LLC
Term 6 yrs. 10/2019-9/2025

Deanna Rice, Director of Case Management and Population Health, Catholic Medical Center
Term 6 yrs. 10/2020-9/2026

Ron Schneebaum, MD, Dartmouth Hitchcock
Term 6 yrs. 10/2018-9/2024

Andrew Seward, Chief Information Security Officer, Solution Health System
Term 6 yrs. 10/2016-9/2022

**MANCHESTER MENTAL HEALTH FOUNDATION, INC.
AND
THE MENTAL HEALTH CENTER OF GREATER MANCHESTER, INC.**

**BOARD OF DIRECTORS
2020 - 2021**

Richard Shannon, Deacon, Director of Pastoral Care, Bishop Peterson Residence
Term 6 yrs. 10/2016-9/2022

William Stone, President and CEO, Primary Bank
Term 6 yrs. 5/2020-9/2026

William T. Rider

Objective

To provide effective leadership in community mental healthcare

Experience

The Mental Health Center of Greater Manchester 401 Cypress St Manchester, NH 03103 (603) 668-4111

- 3/2015 to Present: President, Chief Executive Officer
- 3/2000 to 3/2015: Executive VP, Chief Operating Officer
- 1/1995 to 2/2000: Director, Community Support Program
- 7/1987 to 12/1994: Assistant Director Community Support Program
- 6/1985 to 6/1987: Clinical Case Manager

Carroll County Mental Health

25 West Main St. Conway NH 03818

- 4/78 to 5/85: Clinical Case Manager

New Hampshire Hospital

24 Clinton St

Concord NH 03301

- 10/76 to 4/78: Mental Health Counselor

Education

2001 to 2002 Franklin Pierce College Concord, NH

- 12 Graduate Credits

1972 to 1976 Canisius College Buffalo, NY

- BA Psychology 1976

Community Activity

Granite Pathways: Vice Chair, Board of Directors

Postpartum Support International-NH, Founders Board

NAMI of NH Member since 1985

- 1992 NAMI Professional of the Year Award

PATRICIA CARTY, MS, CCBT
Executive Vice President/Chief Operating Officer

DESCRIPTION

Works collaboratively with members of Senior Leadership Team and is an active participant in planning and development. Attends meetings with the Board of Directors and contributes to Board effort in governing The Center. Advises the President/CEO of opportunities and trends within the environment that The Center operates, as well as analyzing the strengths and weaknesses of Center programs and personnel. Understands and incorporates The Center's mission, vision and Guiding Values and Principles in all areas of performance. Positively represents The Center to all constituent groups; including regulatory agencies, media, general public, staff, consumers and families. May be requested to take part in consultations, education activities, speakers bureau, presentations, supervision of employees toward licensure, and will be expected to take part in Quality Improvements activities.

EDUCATION

MS	Springfield College, Manchester Community/Psychology	1994
BA	University of Vermont Psychology	1985

EXPERIENCE

The Mental Health Center of Greater Manchester		Manchester, NH
July 2015 to present	Executive Vice President/Chief Operating Officer	
2000 to July 2015	Director of Community Support Services	
1996 – 2000	Assistant Director of Community Support Services	
1990 – 1996	Assistant Coordinator, Restorative Partial Hospital	
1987 – 1990	Counselor, Restorative Partial Hospital	
1986 – 1987	Residential Specialist	

PROFESSIONAL AFFILIATIONS, MEMBERSHIPS, LICENSES AND CERTIFICATIONS

- Member – Psychopharmacology Research Group, Department of Psychiatry, Dartmouth Medical School – 2003 to present
- 1998 Recipient of the Mental Illness Administrator of the Year Award by the National Alliance for the Mentally Ill
- 1998 American Psychiatric Association Gold Award participant winner accepting on behalf of the entire DBT treatment program
- American Mental Health Counselor's Association (#999020788)
- Certified Cognitive Behavioral Therapist (#12421)
- National Association of Cognitive Behavioral Therapists

PATRICIA CARTY, MS, CCBT
Executive Vice President/Chief Operating Officer

PUBLICATIONS

- The Trauma Recovery Group: A Cognitive-Behavioral Program for Post-Traumatic Stress Disorder in Persons with Severe Mental Illness. Community Mental Health Journal, Vol. 43, No. 3, June 2007.
- Co-authored Chapter 25 for text entitled Improving Mental Health Care: Commitment to Quality. Edited by Sederer & Dickey, 2001.
- Psychometric Evaluation of Trauma and Post-traumatic Stress Disorder Assessment in Persons with Severe Mental Illness. Psychology Assessment. 2001. Vol. 13, No. 1, 110-117.
- HIV Risk Factors Among People with Severe Mental Illness in Urban and Rural Areas. Psychiatric Services. April 1999.
- Trauma and Post-traumatic Stress Disorder in Severe Mental Illness. Journal of Consulting and Clinical Psychology. 1998. Vol. 49, No. 10, 1338-1340.
- Integrating Dialectical Behavior Therapy into a Community Mental Health Program. Psychiatric Services. October 1998. Vol. 49, No. 10, 1338-1340.

PAUL J. MICHAUD
MSB, BS

Seasoned professional with 30 years of financial management, reporting, and leadership experience, inclusive of general ledger oversight & reconciliations, month-end close, payroll, A/P, A/R, budgeting / forecasting, variance analysis, product costing, revenue cycle management, revenue enhancement, treasury / cash-flow forecasting, environmental & operational analysis, staff supervision, H/R, workers comp. and insurance / risk administration, regulatory and statutory reporting, external audits, strategic planning, policy development, grants / funding management, technology implementation, EMR, compliance, and security.

LEADERSHIP POSITIONS

<u>Chief Financial Officer</u>	The Mental Health Center Of Greater Manchester (NH)	2011 to present
<u>Controller</u>	Associated Home Care, Inc. Beverly, MA	2009 to 2011
<u>Chief Financial Officer</u>	Seacoast VNA, North Hampton, NH	1998 to 2009
<u>Manager, Public Accounting</u>	Berry, Dunn, McNeil & Parker, CPA	1996 to 1998
<u>Director, Budget & Cost / Controller</u>	BCBS of Maine, So. Portland, ME	1993 to 1996

Key Accountabilities: Oversight of all accounting, financial reporting, transaction processing, budgets / forecasts, A/R, A/P, G/L, payroll, I/T, product costing, profitability analysis, and vendor contracting. Regular collaboration with Senior Management Team, Finance Committees, Board of Directors, external auditors, and federal / state regulators. Other responsibilities include: revenue cycle & cash flow management, analysis and resolution of forecast variances, management of billing, A/R and collections, banking, investor, lender relationships, new business development, staff recruitment, supervision, training, benefits / retirement plans administration, cost accounting, operational analyses, systems integration, development and maintenance of accounting and management information systems. Duties also include assessing risk exposure & insurance coverage, M & A evaluations and due diligence, grant applications, and preparation of corporate income tax schedules and support (Forms 990 and 1120)

Significant Accomplishments – Post-Acute Healthcare facilities:

Key member of EMR implementation team (billing, A/R, Accounting, registration functions)
Financial oversight during period of 100% revenue growth
Financial oversight during period of national Top 500 Agency Status
Financial oversight during period of 300% reduction in Days in A/R
One-year oversight – due diligence process – Merger with \$50 million entity

Audit / Consulting Manager

Berry, Dunn, McNeil & Parker, CPA's & Management Consultants 1996 to 1998
Provided consultation and advisory services to hospitals, nursing homes, ALF's, and other healthcare facilities (acute & post-acute) in areas of reimbursement, financial planning and reporting and systems evaluations and integration. Coordinated and supervised audit engagements, regulatory report preparation, feasibility studies, due diligence, financial forecasts and projections, and operational and compliance reviews. Assisted clients with regulatory licensing and certifications.

Paul J. Michaud

Page 2

Budget Director, Finance Division, Budget & Cost Department

Blue Cross & Blue Shield of Maine So. Portland, ME 1993 through 1996
Directed corporate administrative budgeting and forecasting process for Maine's largest managed care organization. Determined, distributed, analyzed, and forecast annual operating expenses in excess of \$70 million. Oversight responsibilities of administrative expense reimbursement for all federal and state contracts. Supervised professional and administrative staff. A/P. Payroll, G/L, financial & budget variance reporting & analysis. Interim appointment as VP of Finance.

Significant Accomplishments:

Reorganized corporate budgeting and costing process, converting to electronic format while enhancing routine communications with department heads and improving variance reporting..
Restructured payroll and A/P functions resulting in operational and economic efficiencies.
Collaborated with senior management in major corporate reorganization to streamline operations and reduce administrative costs. Reduced administrative budget in excess of 25%.
Appointed to corporate job evaluation and compensation committee

Audit Manager, Medicare Fiscal Intermediary

Blue Cross & Blue Shield of Maine So. Portland, ME 1985 through 1993

Oversight responsibilities for Medicare cost report audit and reimbursement functions for hospital complexes, home health care agencies, skilled nursing facilities, and other healthcare providers. Interpreted and applied federal program laws, regulations and cost reporting instructions. Interacted with provider officers and external consultants, CPA's and federal program officials. Staff supervision.

Accomplishments:

Planned, organized and implemented New England Regional Home Health Agency audit department in 1986, inclusive of development of audit programs and policies, fraud and abuse detection programs, staff recruitment and training, and all related administrative and management functions.
Administered annual audit and provider service functions resulting in HCFA recognition of Blue Cross & Blue Shield of Maine as one of the leading and most cost efficient audit intermediaries in the entire country based upon federal performance and quality standards. (1989 through 1995)

Staff Auditor – Public Accounting

Planned and conducted audit examinations and prepared financial statements and tax returns for clients within the retail, financial services, healthcare and manufacturing industries.

Arthur Young & Company, Portland, Maine 1982 through 1983

EDUCATIONAL EXPERIENCE

Husson College, Bangor, Maine

Masters of Science in Business Administration (MSB – Accounting Concentration) 1990

Husson College, Bangor, Maine

Bachelor of Science in Accounting (BSA) 1980

TECHNICAL PROFICIENCIES

Microsoft Office Products – Excel, Word, Powerpoint, database management tools
Various accounting & patient billing programs (*Quantum, myAvatar, QuickBooks, MAS 90, MISYS, HAS, CERNER*)

Resume

Richard Cornell MSW, ACSW, LICSW
Vice President of Community Relations
The Mental Health Center of Greater Manchester
401 Cypress Street
Manchester, NH 03103
603-206-8547

WORK EXPERIENCE - *Please note that I have worked for the MHCGM since 1973.*

July 2014 to Present -

Vice President of Community Relations for the Mental Health Center of Greater Manchester. *Responsible for overseeing all Community and Development Projects as well as Community Education & Strategic Resources.*

2000 to July 2014 -

Director of Bedford Counseling Associates. *Responsible for all clinical decisions made by the staff in our Manchester and Derry office settings. Supervised the decisions made by the scheduling department. Monitored the use of funding source monies. Worked with other departments to assure open communication and that client needs were met (member of CST, Management and Marketing Teams). Supervised new staff and students. Maintained a full-time case load. Performed community presentations as needed. Resolved any client conflicts in the delivery of their services.*

1999 to 2000 -

Coordinator of Bedford Counseling Associates. *Full-time therapist. Supervised intake coordination and emergency services related to this program.*

1986 to 1999 -

Child and Adolescent Therapist. *Responsible for community outreach with local schools, hospitals and primary care offices. Performed presentations for local businesses when needed.*

1980 to 1986 -

Child Therapist. *Worked with families and community programs.*

1981 to 1984 -

Volunteer Coordinator & Vocational Development. *Worked with the Director*

of Community Development to expand a highly successful volunteer program for the center. We also worked to create a supportive employment program (Options) for the center. During this time additionally carried a full clinical caseload.

1978 to 1980 -

Adult Out-Patient Therapist. Caseload was mixed with Emergency Services and the Adult Out-Patient Department.

1976 to 1980 -

Emergency Services Clinician. Responsible for crisis intervention training. Performed psychiatric assessments. Took on-call duties in office and out in the community. Worked with Emergency Room Departments, Police and many community agencies.

1973 to 1975 -

Mental Health Worker. Therapist on the night and evening shifts of the center's in-patient unit.

EDUCATION

1987-

MSW with a concentration in youth and group work. Boston University, School of Social Work

1981 -

BS in Human Services, New Hampshire College

LICENSURE/MEMBERSHIPS

- ❖ *LICSW - Licensed Independent Clinical Social Worker, NH # 457*
- ❖ *ACSW - Academy of Certified Social Workers since 1990*
- ❖ *NASW - National Association Of Social Workers since 1984*

QUALIFICATIONS

- ❖ *Demonstration of strong leadership skills*
- ❖ *Sound background of clinical practice*
- ❖ *History of positive supervisory skills*
- ❖ *Lengthy public speaking experience*

(References available upon request)

THE MENTAL HEALTH CENTER OF GREATER MANCHESTER, INC.
NAME OF CONTRACT: MENTAL HEALTH SERVICES
BUDGET PERIOD: SFY: 2022 (July 1, 2021 through June 30, 2022)

KEY PERSONNEL

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
WILLIAM RIDER	PRESIDENT / CEO	\$173,592	100.00%	\$173,592
PATRICIA CARTY	EXECUTIVE VP / COO	\$117,307	100.00%	\$117,307
PAUL MICHAUD	VP of FINANCE / CFO	\$130,745	100.00%	\$130,745
RICHARD CORNELL	VP OF COMMUNITY RELATIONS	\$109,912	100.00%	\$109,912
TOTAL SALARIES		\$531,556		\$531,556



Lori A. Shilbette
Commissioner

Katja S. Fox
Director

21 mac

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

His Excellency, Governor Christopher T. Sununu
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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,517,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

His Excellency, Governor Christopher T. Sununu
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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

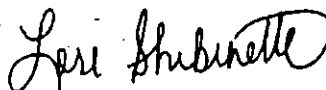
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX06SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083464

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shabinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$845,304	\$0	\$845,304
2021	102-500731	Contracts for program services	92204117	\$661,266	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,616,551	\$1,616,551
		Subtotal		\$1,328,722	\$1,616,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$89,885	\$447,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
		Subtotal		\$6,669,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
		Subtotal		\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
		Subtotal		\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
		Subtotal		\$227,824	\$60,000	\$287,824

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
Subtotal				\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
Subtotal				\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
			Subtotal	\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
			Subtotal	\$26,000	\$605,091	\$631,091

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
			Subtotal	\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
			Subtotal	\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
			Subtotal	\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
			Subtotal	\$14,000	\$341,363	\$355,363

Attachment A
Financial Details

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$853,326	\$853,326
		Subtotal		\$26,000	\$853,326	\$879,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
		Subtotal		\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
		Subtotal		\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
Subtotal				\$167,892	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-600731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$126,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
Subtotal				\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$887,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
Subtotal				\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
Subtotal				\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
		Subtotal		\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES; HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
		Subtotal		\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
		Subtotal		\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
		Subtotal		\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,006

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Mental Health Center contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Mental Health Center of Greater Manchester ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017, (Late Item A), as amended on June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement; increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$10,767,012.
3. Modify Exhibit A, Amendment #1, Scope of Services by replacing in its entirety with Exhibit A Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #1, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
5. Add Exhibit K, Amendment #2, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/10/2021

Date

DocuSigned by:

Katja Fox

ED9D05B04C83442

Name: Katja Fox

Title: Director

The Mental Health Center of Greater Manchester

6/10/2021

Date

DocuSigned by:

William Rider

BC08F81E7C53ACE...

Name: William Rider

Title: president/CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/11/2021

Date

DocuSigned by:



Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment # 2

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 7. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide individualized, recovery based services and supports in the manner that best allows each individual to stay in their home and within the community providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenclyff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.
- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA.

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Exhibit A Amendment # 2

The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.

- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.
- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.

3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)

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- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of their children and youth client's needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall maintain a use of the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for
 - 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount
 - 3.4.2. The full of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.
4. **Renew Sustainability (Rehabilitation for Empowerment, Education, and Work)**
 - 4.1. The Contractor shall provide the Rehabilitation for Empowerment, Education and Work (RENEW) intervention with fidelity to transition-aged youth who qualify for state-supported community mental health services, in accordance with the University of New Hampshire (UNH) -Institute On Disability (IOD) model.
 - 4.2. The Contractor shall obtain support and coaching from the IOD at UNH to improve the competencies of implementation team members and agency coaches.
5. **Division for Children, Youth and Families (DCYF)**
 - 5.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
 - 5.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.
6. **Crisis Services**
 - 6.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
 - 6.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with

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content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.

- 6.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 6.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.
- 6.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
 - 6.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 6.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 6.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
 - 6.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH,
 - 6.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.
- 6.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
 - 6.7.1. One (1) Master's level clinician.
 - 6.7.2. One (1) peer support specialist.
 - 6.7.3. One (1) on-call psychiatrist.
 - 6.7.4. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.

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- 6.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 6.9. The Contractor shall develop an implementation and/or transition plan with a timeline for transforming crisis services for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
 - 6.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 6.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 6.9.3. The plan to meet each performance measure over time.
 - 6.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 6.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 6.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
 - 6.11.1. The location of the crisis.
 - 6.11.2. The safety plan either developed over the phone or on record from prior contact(s).
 - 6.11.3. Any accommodations needed.
 - 6.11.4. Treatment history of the individual, if known.
- 6.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 6.13. The Contractor shall ensure all rapid response team members participate in a crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental health Services Administration (SAMHSA).

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- 6.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 6.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 6.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
 - 6.16.1. Face-to-face assessments.
 - 6.16.2. Disposition and decision making.
 - 6.16.3. Initial care and safety planning.
 - 6.16.4. Post crisis and stabilization services.
- 6.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.
- 6.18. The Contractor shall ensure the rapid response team responds to all dispatches either face-to-face in the community within one (1) hour of the request ensuring:
 - 6.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer support specialist if occurring at locations based on individual and family choice that include but are not limited to:
 - 6.18.1.1. In or at the individual's home.
 - 6.18.1.2. In an individual's school setting.
 - 6.18.1.3. Other natural environments of residence including foster homes.
 - 6.18.1.4. Community settings.
 - 6.18.1.5. Peer run agencies
 - 6.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 6.18.2.1. Schools.
 - 6.18.2.2. Jails.
 - 6.18.2.3. Police departments.
 - 6.18.2.4. Emergency departments.

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- 6.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.
- 6.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
- 6.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 6.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
- 6.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 6.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 6.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 6.18.6.1.2. Substance misuse.
 - 6.18.6.1.3. Social, familial and legal factors.
 - 6.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 6.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.
 - 6.18.6.4. Conducting a mental status exam.
- 6.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 6.18.7.1. Staying in place with:
 - 6.18.7.1.1. Stabilization services;
 - 6.18.7.1.2. A safety plan; and
 - 6.18.7.1.3. Outpatient providers.
 - 6.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 6.18.7.3. Admission to peer respite.
 - 6.18.7.4. Voluntary hospitalization.
 - 6.18.7.5. Initiation of Involuntary Emergency Admission (EWK)

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6.18.7.6. Medical hospitalization.

6.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:

6.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.

6.19.2. Are provided in the individual and family home, as desired by the individual.

6.19.3. Stabilization services are implemented using methods that include, but are not limited to:

6.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:

6.19.3.1.1. Promoting recovery.

6.19.3.1.2. Building upon life, social and other skills.

6.19.3.1.3. Offering support.

6.19.3.1.4. Facilitating referrals.

6.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers and/or providing a referral for additional peer support specialist contacts.

6.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:

6.19.3.3.1. Cognitive Behavior Therapy (CBT).

6.19.3.3.2. Dialectical Behavior Therapy (DBT).

6.19.3.3.3. Solution-focused therapy.

6.19.3.3.4. Developing concrete discharge plans.

6.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.

6.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.

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6.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:

6.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.

6.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.

6.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:

6.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.

6.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.

6.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.

6.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:

6.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;

6.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;

6.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;

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- 6.20.4.4. Coordinating with homeless outreach services; and
- 6.20.4.5. Conducting outreach to at-risk seniors programming.
- 6.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
 - 6.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 6.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 6.21.1.2. Facilitate response of dispatched teams; and
 - 6.21.1.3. Resolve the crisis intervention.
 - 6.21.2. Connection to the designated resource tracking system.
 - 6.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.
- 6.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
 - 6.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 6.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 6.22.2.1. Number of unique individuals who received services.
 - 6.22.2.2. Date and time of mobile arrival.
 - 6.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 6.22.3.1. Diversions from hospitalizations;
 - 6.22.3.2. Diversions from Emergency Rooms;
 - 6.22.3.3. Services provided;
 - 6.22.3.4. Location where services were provided;
 - 6.22.3.5. Length of time service or services provided;
 - 6.22.3.6. Whether law enforcement was involved for safety reasons;

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- 6.22.3.7. Whether law enforcement was involved for other reasons;
- 6.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
- 6.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
- 6.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 6.22.3.10.1. Remained in home.
 - 6.22.3.10.2. Hospitalization.
 - 6.22.3.10.3. Crisis stabilization services.
 - 6.22.3.10.4. Crisis apartment.
 - 6.22.3.10.5. Emergency department.
- 6.23. The Contractor's performance will be monitored by ensuring Contractor performance by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.
- 6.24. The Contractor shall provide four (4) Community Crisis Beds in an apartment setting, which serve as an alternative to hospitalization and/or institutionalization. The Contractor shall ensure:
 - 6.24.1. Admissions to an apartment for Community Crises Beds are for providing brief psychiatric intervention in a community based environment structured to maximize stabilization and crisis reduction while minimizing the need for inpatient hospitalization.
 - 6.24.2. Community Crisis Beds in an apartment:
 - 6.24.2.1. Include no more than two (2) bedrooms per crisis apartment, which:
 - 6.24.2.2. Are operated with sufficient clinical support and oversight, and peer staffing, as is reasonably necessary to prevent unnecessary institutionalization.
 - 6.24.2.3. Have peer staff and clinical staff available to be onsite, 24 hours per day, seven days per week, whenever necessary, to meet individualized needs.
 - 6.24.2.4. Are available to individuals 18 years and older on a voluntary basis and allow individuals to come and go from the apartment as needed to maintain involvement in and connection to school, work, and other recovery-oriented activities.

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- commitments and/or activities as appropriate to the individual's crisis treatment plan.
- 6.24.2.5. Are certified under New Hampshire Administrative Rule He-M 1000, Housing, Part 1002, Certification Standards for Behavioral Health Community Residences, and include:
- 6.24.2.5.1. At least one (1) bathroom with a sink, toilet, and a bathtub or shower;
 - 6.24.2.5.2. Specific sleeping area designated for each individual;
 - 6.24.2.5.3. Common areas shall not be used as bedrooms.
 - 6.24.2.5.4. Storage space for each individual's clothing and personal possessions;
 - 6.24.2.5.5. Accommodations for the nutritional needs of the individual; and.
 - 6.24.2.5.6. At least one (1) telephone for incoming and outgoing calls.
- 6.24.3. Crisis intervention, stabilization services, and discharge planning services are provided by the members of the regional rapid response team as clinically appropriate.
- 6.24.4. Ongoing safety assessments are conducted no less than daily.
- 6.24.5. Assistance with determining individual coping strengths in order to develop a crisis treatment recovery plan for the duration of the stay and a post-stabilization plan.
- 6.24.6. Coordination and provision of referrals for necessary psychiatric services, social services, substance use services and medical aftercare services.
- 6.24.7. An individual's stay at a crisis apartment is for no more than seven consecutive (7) days, unless otherwise approved in writing by the Department;
- 6.24.8. Transportation for individuals is provided from the site of the crisis to the apartment to their home or other residential setting after stabilization has occurred.
- 6.24.9. Any staff member providing transportation has:
- 6.24.9.1. A valid driver's license.
 - 6.24.9.2. A State inspected vehicle.

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6.24.9.3. Proof of vehicle insurance.

6.24.10. Provision of a list of discharge criteria from the crisis apartments and related policies and procedures regarding the apartment beds to the Department within thirty (30) days of the contract effective date for Department approval.

6.24.11. Peer Support Specialists engage individuals through methods including, but not limited to Intentional Peer Support (IPS).

6.24.12. Reports are submitted to the Department for Crisis Apartments in the format and frequency determined by the Department that includes but is not limited to:

6.24.12.1. Admission and Discharge Dates

6.24.12.2. Discharge disposition (community or higher level of care)

6.24.12.3. Number of referrals refused for admission.

7. Adult Assertive Community Treatment (ACT) Teams

7.1. The Contractor shall maintain two (2) Adult ACT Teams both of which meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00am. The Contractor shall ensure:

7.1.1. Each Adult ACT Team delivers comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.

7.1.2. Each Adult ACT Team is composed of at least ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent certified peer specialist.

7.1.3. Each Adult ACT Team includes an individual trained to provide substance misuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.

7.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who has no more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.

7.2. The Contractor shall ensure ACT staff, with the exception of psychiatrists and nurse, receive:

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- 7.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMSHA toolkit approved by BMHS.
- 7.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.
- 7.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
 - 7.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 7.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within forty-five (45) days.
 - 7.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 7.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with Department contracted Medicaid Managed Care Organizations. The Contractor shall:
 - 7.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
 - 7.4.2. Screen for ACTper Administrative Rule He-M 426.08, Psychotherapeutic Services.
 - 7.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
 - 7.4.4. Make a referral for an ACT assessment within (7) days of:
 - 7.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.


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- 7.4.4.2. An individual being referred for an ACT assessment, ensuring the assessment is completed within seven (7) days.
- 7.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
- 7.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:
 - 7.4.6.1. Extended hospitalization or incarceration.
 - 7.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 7.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 7.4.7.1. To exceed caseload size requirements, or
 - 7.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.
- 8. **Evidence-Based Supported Employment (EBSE)**
 - 8.1. The Contractor shall gather employment status for all adults with Severe Mental Illness(SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
 - 8.2. The Contractor shall report the employment status for all adults with SMI/SMPI to the Department in the format, content, completeness, and timelines specified by the Department, ensuring individuals indicating a need for EBSE, receive services.
 - 8.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment (SE) team within seven (7) days.
 - 8.4. The Contractor shall deemed the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
 - 8.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.

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- 8.6. The Contractor shall ensure EBSE services include, but are not limited to:
- 8.6.1. Job development.
 - 8.6.2. Work incentive counseling.
 - 8.6.3. Rapid job search.
 - 8.6.4. Follow along supports for employed individuals.
 - 8.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.
- 8.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
- 8.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 8.7.2. Implement such solutions within 45 days.
- 8.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 8.9. The Contractor shall ensure SE staff receive:
- 8.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.
 - 8.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.

9. Work Incentives Counselor Capacity Building

- 9.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 9.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
- 9.2.1. Connecting individuals and applying for Vocational Rehabilitation services, ensuring a smooth referral transition.
 - 9.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
 - 9.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.

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- 9.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
- 9.3.1. Increase financial independence;
 - 9.3.2. Accept pay raises; or
 - 9.3.3. Increase earned income.
- 9.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
- 9.4.1. SSA disability programs;
 - 9.4.2. SSI income programs;
 - 9.4.3. Medicaid, Medicare;
 - 9.4.4. Housing Programs; and
 - 9.4.5. Food stamps and food subsidy programs.
- 9.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
- 9.5.1. The number of benefits orientation presentations provided to individuals.
 - 9.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 9.5.3. The number of individuals who engage in SE services.
 - 9.5.3.1. Percentage of individuals seeking part-time employment.
 - 9.5.3.2. Percentage of individuals seeking full-time employment.
 - 9.5.3.3. The number of individuals who increase employment hours to part-time and full-time.
- 9.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 9.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.

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- 9.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
- 9.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.
 - 9.8.2. An increase in Individual Placement in both part-time and full-time employment and;
 - 9.8.3. Improved fidelity outcomes specifically targeting:
 - 9.8.3.1. Work Incentives Planning
 - 9.8.3.2. Collaboration between Employment Specialists & Vocational Rehab.
10. **Coordination of Care from Residential or Psychiatric Treatment Facilities**
- 10.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
 - 10.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
 - 10.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
 - 10.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
 - 10.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
 - 10.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests

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an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.

- 10.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 10.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 10.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 10.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenclyff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

11. COORDINATED CARE AND INTEGRATED TREATMENT

11.1. Primary Care

- 11.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.

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- 11.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:
 - 11.1.2.1. Monitor health;
 - 11.1.2.2. Provide medical treatment as necessary; and
 - 11.1.2.3. Engage in preventive health screenings.
- 11.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 11.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.
- 11.2. Substance Misuse Treatment, Care and/or Referral
 - 11.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:
 - 11.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.
 - 11.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual that screens positive for substance use.
 - 11.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
 - 11.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.
 - 11.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.
- 11.3. Area Agencies

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11.3.1. The Contractor shall collaborate with the Area Agency that serves the region to address processes that include:

- 11.3.1.1. Enrolling individuals for services who are dually eligible for both organizations.
- 11.3.1.2. Ensuring transition-aged clients are screened for the presence of mental health and developmental supports and refer, link and support transition plans for youth leaving children's services into adult services identified during screening.
- 11.3.1.3. Following the "Protocol for Extended Department Stays for Individuals served by Area Agency" issued December 1, 2017 by the State of New Hampshire Department of Health and Humans Services, as implemented by the regional Area Agency.
- 11.3.1.4. Facilitating collaborative discharge planning meetings to assess individuals who are leaving NHH to re-engage them with both the CMHC and Area Agency representatives.
- 11.3.1.5. Ensuring annual training is designed and completed for intake, eligibility, and case management for dually diagnosed individuals and that attendee's include intake clinicians, case-managers, service coordinators and other frontline staff identified by both CMHC's and Area Agencies. The Contractor shall ensure the training utilizes the Diagnostic Manual for Intellectual Disability 2 that is specific to intellectual disabilities, in conjunction with the DSM V.
- 11.3.1.6. Planning for each person who receives dual case management by outlining the responsibilities of each organization and expectations for collaboration between the organizations.
- 11.3.1.7. Participating in shared service annual treatment meetings to assess quality and progress towards treatment goals as well as monitoring continued need for dual services when waivers are required for services between agencies.

11.4. Peer Supports

11.4.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:

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- 11.4.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.
 - 11.4.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.
 - 11.4.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.
- 11.5. Transition of Care with MCO's
- 11.5.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.

12. Prohealth Coordinated and Collaborative Care Program

- 12.1. The Contractor shall develop and provide population-level health, prevention, outreach, education, health and mental health screening, motivational enhancement, and referral to treatment for individuals including but not limited to youth and cultural and/or linguistic and sexual and/or gender minorities.
- 12.2. The Contractor shall incorporate person-centered health and mental health screenings with each individual's goals into to the intake, quarterly reassessments, treatment plans, shared plan of care, team meetings, and communications within the CMHC and Federally Qualified Health Center (FQHC).
- 12.3. The Contractor shall develop and implement population health initiatives for individuals with more complex needs to achieve target behavioral and physical outcomes. The Contractor shall:
 - 12.3.1. Utilize routine registries of individuals' behavioral and physical health indicators, referrals, and outcomes within seventy-five (75) days of the contract effective date.
 - 12.3.2. Follow-up with individuals to provide motivational enhancement and referrals for case management, integrated services, and evidence-based practice (EBP) integrated treatment as described in this agreement, as needed when the individual's behavioral and physical health target outcomes are not met.

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- 12.4. The Contractor shall re-engage individuals who begin to dis-engage from care, in order to prevent premature discharge, and assist with coordination tracking, follow-up, and integration of physical and behavioral health care for individuals with more complex needs.
- 12.5. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles as described by the Department that include, but are not limited to:
 - 12.5.1. Care coordinator(s).
 - 12.5.2. Community health worker(s) and peer expert(s).
 - 12.5.3. Information technology support.
- 12.6. The Contractor shall reports and documentation to the Department that include, but are not limited to:
 - 12.6.1. Real-time and quarterly reports of de-identified and aggregate data that document outcomes of and demonstrate value in services provided as identified in this agreement, which is collected in collaboration with and submitted to the Department or a contracted designee of the Department, and the SAMHSA through secure portals.
 - 12.6.2. Written documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and Portability Act Stage 2 of meaningful use within six (6) months of the contract effective date.
 - 12.6.3. Written documentation of self-assessment that reflects plans to mirror certification or national accreditation standards in the delivery of coordinated, collaborative, and integrated care.

13. PROHEALTH INTEGRATED HEALTH HOME

- 13.1. The Contractor shall provide a person-centered Integrated Health Home aligned with a health integration model described by SAMHSA and Health Resources & Services Administration (HRSA) to ensure integrated delivery of services to individuals with SMI, SPMI, and/or SED by a multidisciplinary team of health and mental health professionals that include, but are not limited to:
 - 13.1.1. Primary care service providers.
 - 13.1.2. Community behavioral health care service providers.
 - 13.1.3. Wellness service providers.
- 13.2. The Contractor shall enter into an agreement with an FQHC, approved by the HRSA, Medicare, Medicaid, and, as appropriate, Clinical Laboratory Improvement Amendment (CLIA) to deliver primary care and laboratory

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collection, as necessary and allowed onsite at the Contractor's location, in addition to other services in this agreement.

- 13.3. The Contractor shall provide co-located FQHC-delivered integrated primary care screenings, detection, treatment planning, and treatment of physical health conditions.
- 13.4. The Contractor shall deliver well-child and well-adult screenings, physical exams, immunizations and primary care treatment of physical illnesses and promote recommendations identified by:
 - 13.4.1. Bright Futures of the American Academy of Pediatrics.
 - 13.4.2. The United States Preventative Services Task Force.
 - 13.4.3. FQHCs, including recommendations relative to early screening of cardiovascular disease.
- 13.5. The Contractor shall deliver, or refer individuals to, evidence-based practice (EBP) treatment services and integrated treatment, as needed, based on the outcomes of the physical health and wellness screenings and assessments.
- 13.6. The Contractor shall deliver integrated evidence-based screenings, treatment planning and treatment to individuals with behavioral health conditions with SMI, SPMI, and/or SED at evidence-based intervals.
- 13.7. The Contractor shall screen individuals for:
 - 13.7.1. Trauma, depression and substance misuse;
 - 13.7.2. Medication misuse;
 - 13.7.3. Involvement or interest in employment and/or education;
 - 13.7.4. Need for Adult ACT Team services; and
 - 13.7.5. Desire for symptom management.
- 13.8. The Contractor shall provide EBP mental health services to individuals with SMI, SPMI, and/or SED in a stepped approach that ensures feasibility and high quality program implementation. The Contractor shall ensure services include, but are not limited to:
 - 13.8.1. Illness Management and Recovery.
 - 13.8.2. Trauma Focused Cognitive Behavioral Therapy.
 - 13.8.3. Pharmacological treatment promoting the use of Decision Aid for Psychopharmacology.
- 13.9. The Contractor shall maintain staff or subcontractors at the FQHC with experience, credentials, and roles, as described by the Department, that include but are not limited to:
 - 13.9.1. Site project director.

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- 13.9.2. Primary care advanced practice nurse or provider(s).
- 13.9.3. Primary care medical assistant(s).
- 13.9.4. Interview and data entry staff.
- 13.10. The Contractor shall collaborate with the FQHC to develop a quality improvement plan to be approved by the Department. The Contractor shall ensure participation in meetings for the quality improvement plan development by the following personnel:
 - 13.10.1. The clinical director;
 - 13.10.2. The children's mental health director;
 - 13.10.3. Peer experts.
- 13.11. The Contractor shall submit documentation and reports to the Department that include, but are not limited to:
 - 13.11.1. Quarterly reports, due by the fifteenth (15) day of the month prior to the close of the quarter, that include brief narratives of progress, training, and plans, policies, procedures, templates, and guidance changed to align with integration and wellness, in a format requested by the Department.
 - 13.11.2. Quarterly reports of aggregated medical history and primary care provider and quarterly documented contact with primary care provider, past year physical exam and wellness visit documentation, in collaboration with and submitted to the Department or a contracted designee of the Department in a format and transmittal approved by the Department.
 - 13.11.3. Quarterly reports of de-identified height, weight, body mass index (BMI), waist circumference, blood pressure, tobacco use and/or breath carbon monoxide, plasma glucose, and lipid documentation from the SAMHSA SPARS portal.
 - 13.11.4. Quarterly quality improvement plans.
 - 13.11.5. Quarterly reports on plans for sustainability that identify the policy and financing changes required to sustain project activities within one (1) month of the contract effective date.
 - 13.11.6. Documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and Portability Act Stage 2 of meaningful use, which may include a manual process for sharing documents.
 - 13.11.7. Documentation of the review of self-assessment tools towards certification or accreditation recognized nationally for the delivery of integrated care, including but not limited to certification as a **Certified**

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Community Behavioral Health Clinic or other certification necessary for providing services in this agreement.

14. Prohealth Wellness Interventions and Health Counseling

- 14.1. The Contractor shall provide individuals with, or refer individuals to, wellness programs that include multiple options tailored to individuals and that include health coaches to assist individuals with selecting options that best match individual needs and interests.
- 14.2. The Contractor shall ensure options include, but are not limited to:
 - 14.2.1. One-time brief Motivational Enhancement interventions; Let's Talk About Smoking (LTAS), Vaping Education, Let's Talk About Feeling Good (LTAFG), and health education.
 - 14.2.2. Access to medications associated with wellness interventions, including but not limited to:
 - 14.2.2.1. Nicotine replacement therapy (NRT).
 - 14.2.2.2. NRT starter packs.
 - 14.2.2.3. Onsite prescribing and pharmacy to maintain NRT supply.
 - 14.2.2.4. Access other smoking cessation medication, which may include but is not limited to, varenicline and/or bupropion.
 - 14.2.3. An individual one-time prevention contact and population level prevention initiatives that include materials for motivational enhancement, resources, and referrals for youth younger than sixteen (16) years of age.
 - 14.2.4. The Breathe Well Live Well (BWLW) program with Care2Quit designed for smokers with SMI, SPMI, or SED, and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and quit attempts. The Contractor shall ensure BWLW includes counseling of an individual in the natural support system of the individual using Care2Quit curriculum, referral for cessation pharmacotherapy, and incentives for participation and quit attempts.
 - 14.2.5. The Healthy Choices Healthy Changes (HCHC) program designed for individuals with SMI, SPMI, and/or SED who are overweight or obese and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and acquisition of healthy habits and weight management. The Contractor shall ensure HCHC includes:

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- 14.2.5.1. A gym membership for twelve (12) months;
- 14.2.5.2. A wellness specialist and an InSHAPE health mentor;
- 14.2.5.3. A Weight Watchers membership for one (1) year.
- 14.2.5.4. The Weight Watchers mobile application for individuals who are 18 years of age and older or the MyFitnessPal mobile application for youth younger than 18 years of age; and
- 14.2.5.5. A structured incentives program for participation and initiating behavior change.
- 14.2.6. Referrals and facilitated community engagement in wellness treatment services, including but not limited to:
 - 14.2.6.1. A web-based application and text subscriptions.
 - 14.2.6.2. New Hampshire Helpline telephone counseling services.
 - 14.2.6.3. MyLifeMyQuit.
 - 14.2.6.4. Tobacco and obesity education.
 - 14.2.6.5. Diabetes education programs.
 - 14.2.6.6. Other related programs in this agreement based on the outcomes of health screening and treatment planning goals identified above.
- 14.3. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles, as described by the Department, that include but are not limited to:
 - 14.3.1. Wellness specialist(s).
 - 14.3.2. Health mentor(s).
- 15. **Supported Housing**
 - 15.1. The Contractor shall stand up a minimum of six (6) new supported housing beds, including but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:
 - 15.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:
 - 15.1.1.1. Type of supported housing beds.
 - 15.1.1.2. Staffing plan.
 - 15.1.1.3. Anticipated location.

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- 15.1.1.4. Implementation timeline.
- 15.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:
 - 15.1.2.1. Number of referrals received.
 - 15.1.2.2. Number of individuals admitted.
 - 15.1.2.3. Number of people transitioned into other local community residential settings.
- 16. CANS/ANSA or Other Approved Assessment**
 - 16.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:
 - 16.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
 - 16.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.
 - 16.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.
 - 16.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:
 - 16.3.1. Utilized to develop an individualized, person-centered treatment plan.
 - 16.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.
 - 16.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
 - 16.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
 - 16.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.


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- 16.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.
- 16.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 16.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.

17. Pre-Admission Screening and Resident Review

- 17.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
- 17.2. Upon request by the Department, the Contractor shall:
 - 17.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
 - 17.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
 - 17.2.2.1. Requires nursing facility care; and
 - 17.2.2.2. Has active treatment needs.

18. Application for Other Services

- 18.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contractor shall assist with applications that may include, but are not limited to:
 - 18.1.1. Medicaid.
 - 18.1.2. Medicare.
 - 18.1.3. Social Security Disability Income.
 - 18.1.4. Veterans Benefits.
 - 18.1.5. Public Housing.
 - 18.1.6. Section 8 Subsidies.

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19. Community Mental Health Program (CMHP) Status

- 19.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.
- 19.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

20. Quality Improvement

- 20.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 20.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
- 20.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 20.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 20.2.3. Support the efforts of the Department to conduct the survey.
 - 20.2.4. Encourage all individuals sampled to participate.
 - 20.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 20.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 20.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.

21. Maintenance of Fiscal Integrity

- 21.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.

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- 21.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 21.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:
- 21.3.1. Days of Cash on Hand:
- 21.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.
- 21.3.1.2. Formula: Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.
- 21.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.
- 21.3.2. Current Ratio:
- 21.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.
- 21.3.2.2. Formula: Total current assets divided by total current liabilities.
- 21.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.
- 21.3.3. Debt Service Coverage Ratio:
- 21.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.
- 21.3.3.2. Definition: The ratio of Net Income to the year to date debt service.
- 21.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.

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- 21.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).
- 21.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.
- 21.3.4. Net Assets to Total Assets:
 - 21.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
 - 21.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
 - 21.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
 - 21.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
 - 21.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 21.4. In the event that the Contractor does not meet either:
 - 21.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
 - 21.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:
 - 21.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
 - 21.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
 - 21.4.2.3. The Department may request additional information to assure continued access to services.
 - 21.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 21.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be

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considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement

- 21.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.
- 21.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 21.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 21.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.

22. Reduction or Suspension of Funding

- 22.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.
- 22.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.
- 22.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:
 - 22.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.
 - 22.3.2. Emergency services for all individuals.
 - 22.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.
 - 22.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M 609.

23. Elimination of Programs and Services by Contractor

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- 23.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.
- 23.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.
- 23.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.
- 23.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.
- 23.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.
- 23.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.
- 24. Data Reporting**
- 24.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.
- 24.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 24.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 24.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.

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- 24.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
- 24.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
 - 24.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
 - 24.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
 - 24.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
 - 24.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
 - 24.5.5.1. All data is formatted in accordance with the file specifications;
 - 24.5.5.2. No records will reject due to illegal characters or invalid formatting; and
 - 24.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 24.6. The Contractor shall meet the following standards:
- 24.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 24.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
 - 24.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 24.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:

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- 24.7.1. The waiver length shall not exceed 180 days.
- 24.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
- 24.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
- 24.7.4. Failure of the Contractor to implement the plan may require:
 - 24.7.4.1. Another plan; or
 - 24.7.4.2. Other remedies, as specified by the Department.

25. Behavioral Health Services Information System (BHSIS)

- 25.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:
- 25.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:
 - 25.2.1. Rewrites to database and/or submittal routines.
 - 25.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.
 - 25.2.3. Software and/or training purchased to improve data collection.
 - 25.2.4. Staff training for collecting new data elements.
 - 25.2.5. Development of any other BMHS-requested data reporting system.
- 25.3. Progress Reports from the Contractor that:
 - 25.3.1. Outline activities related to Phoenix database;
 - 25.3.2. Include any costs for software, scheduled staff trainings; and
 - 25.3.3. Include progress to meet anticipated deadlines as specified.

26. PATH Services

- 26.1. The Contractor shall provide services through the Projects for Assistance in Transition from Homelessness (PATH) program in compliance with the Federal Public Health Services Act, Section 522(b)(10), Part C to individuals who are homeless or at imminent risk of being homeless and who are believed to have Severe Mental Illness (SMI), or SMI and a co-occurring substance use disorder.
- 26.2. The Contractor shall ensure PATH services include, but are not limited to:
 - 26.2.1. Outreach.

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- 26.2.2. Screening and diagnostic treatment.
- 26.2.3. Staff training.
- 26.2.4. Case management.
- 26.3. The Contractor shall ensure PATH case management services include, but are not limited to:
 - 26.3.1. Assisting eligible homeless individuals with obtaining and coordinating services, including referrals for primary health care.
 - 26.3.2. Assisting eligible individuals with obtaining income support services, including, but not limited to:
 - 26.3.2.1. Housing assistance.
 - 26.3.2.2. Food stamps.
 - 26.3.2.3. Supplementary security income benefits.
- 26.4. The Contractor shall acknowledge that provision of PATH outreach services may require a lengthy engagement process and that eligible individuals may be difficult to engage, and may or may not have been officially diagnosed with a mental illness at the time of outreach activities.
- 26.5. The Contractor shall identify a PATH worker to:
 - 26.5.1. Conduct outreach, early intervention, case management, housing and other services to PATH eligible clients.
 - 26.5.2. Participate in periodic Outreach Worker Training programs scheduled by the Bureau of Homeless and Housing Services; and
 - 26.5.3. Provide housing supports, as identified by the Department.
- 26.6. The Contractor shall comply with all reporting requirements under the PATH Grant.
- 26.7. The Contractor shall be licensed to provide client level data into the New Hampshire Homeless Management Information System (NH HMIS).
- 26.8. The Contractor shall be familiar with and follow NH-HMIS policy, including specific information that is required for data entry, accuracy of data entered, and time required for data entry.
- 26.9. Failure to submit reports or enter data into HMIS in a timely manner could result in delay or withholding of reimbursements until such reports are received or data entries are confirmed by the Department.
- 26.10. The Contractor shall ensure that each PATH worker provides outreach through ongoing engagement with individuals who:
 - 26.10.1. Are potentially PATH eligible; and

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- 26.10.2. May be referred to PATH services by street outreach workers, shelter staff, police and other concerned individuals.
- 26.11. The Contractor shall ensure that each PATH worker is available to team up with other outreach workers, police or other professionals in active outreach efforts to engage difficult to engage or hard to serve individuals.
- 26.12. The Contractor shall conduct PATH outreach is conducted wherever PATH eligible clients may be found.
- 26.13. The Contractor shall ensure the designated PATH worker assesses each individual for immediacy of needs, and continues to work with each individual to enhance treatment and/or housing readiness.
- 26.14. The Contractor shall ensure the PATH worker's continued efforts enhance individual safety and treatment while assisting the individual with locating emergency and/or permanent housing and mental health treatment.
- 26.15. The Department reserves the option to observe PATH performance, activities and documents through this agreement ensuring observations do not unreasonably interfere with Contractor performance.
- 26.16. The Contractor shall inform BHHS of any staffing changes relative to PATH services.
- 26.17. The Contractor shall retain all records related to PATH services the latter of either:
- 26.17.1. A period of five (5) years following the contract completion date and receipt of final payment by the Contractor; or
- 26.17.2. Until an audit is completed and all questions are resolved.
- 26.18. The Department reserves the right to make changes to the contract service that do not affect its scope, duration, or financial limitations upon agreement between the Contractor and the Department.

27. Deaf Services

- 27.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.
- 27.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation for disposition and treatment planning, as appropriate.
- 27.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.
- 27.4. The Contractor shall ensure services are client-directed, which may result in:

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- 27.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;
- 27.4.2. Care being shared across the regions; or
- 27.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.
- 27.4.4.

28. Refugee Interpreter Services

- 28.1. The Contractor shall ensure general funds are used to provide language interpreter services for eligible uninsured, non-English speaking refugees receiving community mental health services through the mental health provider.
- 28.2. The Contractor qualifies for general funds for Refugee Interpreter Services because it is located in one of the primary refugee resettlement areas in New Hampshire.

29. Cypress Center

- 29.1. The Contractor shall operate a Designated Receiving Facility (DRF) as outlined in New Hampshire Administrative Rule He-M 405, Designation of Receiving Facilities, on Cypress Street in Manchester, NH.
- 29.2. The Contractor shall ensure the DRF works in conjunction with regional Community Mental Health programs and providers to ensure crisis unit beds for individuals who are in need of involuntary admission for any of the following purposes:
 - 29.2.1. Involuntary emergency admission (IEA) pursuant to NH RSA 135-C: 27-33 beginning with initial custody and continuing through the day following the probable cause hearing;
 - 29.2.2. IEA for the period of such admission following the probable cause hearing; or
 - 29.2.3. Non-emergency involuntary admission (IA) pursuant to NH RSA 135-C 34-54.
- 29.3. The Contractor shall work collaboratively with Community Mental Health programs and providers to provide case coordination, including:
 - 29.3.1. Coordination of client evaluation;
 - 29.3.2. Treatment planning;
 - 29.3.3. Discharge plans that include ongoing services and supports; and
 - 29.3.4. Following all discharge criteria as outlined in NH Administrative Rule He-M 405.

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- 29.4. The Contractor shall not refuse admission of a person sent to the DRF facility pursuant to NH RSA 135-C 28 or 36-45, unless there are no beds available at the time of admission.
- 29.5. The Contractor shall maintain staffing as outlined in NH Administrative Rule He-M 405.11, or, if at any time staffing is not maintained, send immediate notification to the Department to jointly develop a staffing plan.
- 29.6. At the Department's discretion, the Contractor shall participate in quality assurance reviews that may be conducted for determination of the compliance or non-compliance of the DRF with NH Administrative Rule He-M 405 and all other applicable Department rules. The Contractor shall:
- 29.6.1. Participate and maintain a quality improvement plan based on any findings from the review.
 - 29.6.2. Ensure Department access to the quality improvement plan, which will be overseen by the Department.
 - 29.6.3. Develop new, or revise current, quality improvement plans with the Department.
 - 29.6.4. Provide quarterly updates to any findings by the Department.
- 29.7. The Contractor shall participate in quarterly DRF meetings to collaborate with the Department and other DRFs within the State of NH to ensure:
- 29.7.1. Ongoing service needs are met; and
 - 29.7.2. Improvement in services and statewide collaboration focus on reducing psychiatric admission waitlists.
- 30. The Institutional Review Board (IRB)**
- 30.1. IRB is a ten (10)-member board that is responsible for reviewing all proposals that are submitted that involve research on individuals with mental illness. The IRB is also called "The Committee for the Protection of Human Subjects". Federal law requires that any time federal dollars are to be used for research on humans, the State must have an IRB. These funds pay for one (1) part-time administrator and one (1) part-time secretary. The IRB reviews approximately one hundred (100) research proposals per year. Most of these proposals deal with the use and effect of different drugs on people with mental illness.

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Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 1.89% Projects for Assistance in Transition from Homelessness (PATH), as awarded on 9/17/2020, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA 93.150, FAIN X06SM083717-01.
 - 1.2. 6.29% ProHealth NH: New Hampshire Partnerships to Improve Health & Wellness for Young People with SED and SMI, as awarded on 6/10/2020, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA# 93.243, FAIN# H79SM080245
 - 1.3. 91.54% General funds.
 - 1.4. 0.28% Other funds; Behavioral Health Services Information System (BHSIS). U.S. Department of Health and Human Services.
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.8 for the services provided by the Contractor pursuant to Exhibit A, Amendment #2 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #2 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget, on a Department-provided template, within twenty (20) business days from the effective date of the contract, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors.

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8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the table below define how many units to report or bill.

Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units
38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

- 9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation Emergency Services/Mobile Crisis Services (effective SFY 22)	\$ 3,540	\$ 3,540	\$ 3,540	\$ 3,540	\$ 3,540
Mobile Crisis Apartments Occupancy (effective SFY 22)	\$ 440,884	\$ 440,884	\$ 440,884	\$ 440,884	\$ 1,768,077
Assertive Community Treatment Team (ACT) - Adults	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
ACT Enhancement Payments		\$ 25,000			\$ 12,500
Behavioral Health Services Information System (BHSIS) Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 3,945	\$ 3,945	\$ 6,000	\$ 6,000	\$ 6,000
PATH Provider (BHS Funding)	\$ 40,121	\$ 40,121	\$ 43,725	\$ 43,725	\$ 43,725
Housing Bridge Start Up Funding		\$ 25,000			
General Training Funding		\$ 10,000			\$ 5,000
System Upgrade Funding		\$ 30,000			\$ 15,000
Refugee Interpreter Services Funding	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
IRB Funding	\$ 63,000	\$ 63,000	\$ 63,000	\$ 63,000	\$ 63,000

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Cypress Center Funding	\$	675,000	\$	675,000	\$	675,000	\$	675,000	\$	675,000
VR Work Incentives									\$	80,000
System of Care 2.0									\$	5,300
ProHealth NH Grant									\$	570,592
Total	\$	1,699,490	\$	1,785,490	\$	1,706,149	\$	1,706,149	\$	3,869,734

9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.

9.2.1. The Contractor shall provide invoices on Department supplied forms.

9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.

9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.

9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.

9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:

Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301

9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department approved invoice for Contractor services provided pursuant to this Agreement.

9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of \$73.75 per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlines in Exhibit A, Amendment #2, Scope of Services, Division for Children, Youth, and Families (DCYF).

9.7. Emergency Services/Mobile Crisis Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients defined in Exhibit A, Amendment #2 Scope of Services, Provision of Crisis Services. Effective July 1, 2021, the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:

9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule located at NHMMIS.NH.gov.

9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.

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- 9.7.3. For individuals with other health insurance or other coverage for the services they receive, the Contractor will directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services they receive, and for operational costs contained in Exhibits B, Amendment #2 Method and Conditions Precedent to Payment, or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor will directly bill the Department to access contract funds provided through this Agreement.
- 9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:
- 9.7.4.1.1. First and last name of client.
- 9.7.4.1.2. Date of birth.
- 9.7.4.1.3. Medicaid ID Number.
- 9.7.4.1.4. Date of Service identifying date, units, and any possible third party reimbursement received.
- 9.7.5. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in Exhibits B, Amendment #3 Appendix 2 Budget.
- 9.7.5.1. The Contractor shall provide a Mobile Crisis Budget on a Department-provided template, within twenty (20) business days from the effective date of the contract, for Department approval.
- 9.7.5.2. Law enforcement is not an authorized expense.
- 9.8. Crisis Apartments Occupancy: The Contractor shall invoice the Department for the prior month based on the number of beds, the number of days in that month and the daily rate of **\$97.94**. At the end of each quarter the Department will conduct a review of occupancy rates of crisis apartments. The Department may recoup funding to the actual average occupancy rate for the quarter, in whole or in part, if the occupancy rate, on average, is less than 80%.
- 9.9. Assertive Community Treatment Team (ACT) Adults: The contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Amendment #2 Scope of Services, Adult Assertive Community Treatment (ACT) Teams

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$450,000
ACT Enhancements	Agencies may choose one of the following for a total of 5 (five) one time payments of \$5000.00. Each item may	\$25,000 in SFY 2019, \$12,500 per SFY for 2022

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	<p>only be reported on one time for payment.</p> <p>ACT Incentives can be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 can be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.</p> <p>Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.</p> <ol style="list-style-type: none"> 1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 or 20 Fidelity Review. 2. Agency receives a 4 or higher score on their SFY 19 or 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services. 	
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9.10. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #2 Scope of Services.

9.11. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #2 Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION OR RECERTIFICATION	TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

9.12. RENEW Sustainability Continuation: The Department shall reimburse the Contractor for RENEW activities outlined in Exhibit A, Amendment #2, Scope of Services, RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed **\$6,000** annually. Funding can be used for training of new facilitators; training for an internal coach; coaching IOD for facilitators, coach, and implementation teams; and travel costs.

9.13. PATH Funding: Subject to change based on performance standards, HMIS compliance, SAMHSA requirements, and PATH grant requirements as outlined in Exhibit A, Amendment #2 Scope of Services, PATH Services.

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- 9.14. Housing Support Services including Bridge: The contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #2 Scope of Services, in SFY 2019.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A Amendment #2, Scope of Services	One time payment	\$10,000

- 9.15. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.16. System Upgrade Funding: One time funds available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Amendment #2 Scope of Services, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #2, Method and Conditions Precedent to Payment, ensuring invoices specify purposes for use of funds.
- 9.17. Refugee Interpreter Services: Funding to support interpreter services outlined in Exhibit A, Amendment #2 Scope of Services.
- 9.18. IRB Funding: Funding to support specific staffing provisions as outlined in Exhibit A, Amendment #2 Scope of Services.
- 9.19. Cypress Center: Funding to support programming as outlined in Exhibit A, Amendment #2 Scope of Services.
- 9.20. ProHealth: Payment for ProHealth services shall be made monthly as follows:
- 9.20.1. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of programming as outlined in Exhibit A, Amendment #2, Scope of Services, and shall be in accordance with Department approved budgets.
 - 9.20.2. The Contractor shall submit Invoices in a form satisfactory to the State by the twentieth (20th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoices must be completed, signed, dated and returned to the Department in order to initiate payment.
 - 9.20.3. The Contractor agrees to keep records of their activities related to Department programs and services.
 - 9.20.4. The Contractor shall provide a ProHealth Budget, on a Department-provided template, within twenty (20) business days from the effective date of the contract, for Department approval.
- 9.21. System of Care 2.0: Funds are available in SFY 2022 to support associated program expenses as outlined in the below budget table.

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Clinical training for expansion of MATCH-ADTC (Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems) program	\$5,000
Indirect Costs (not to exceed 6%)	\$300
Total	\$5,300

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

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Exhibit K, Amendment #2

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

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7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

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3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

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access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

New Hampshire Department of Health and Human Services

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contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

New Hampshire Department of Health and Human Services

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level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

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derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

His Excellency, Governor Christopher T. Sununu
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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness,

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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title III D: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

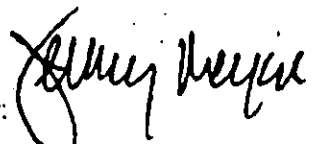
In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

05-83-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$645,304	\$645,304
2021	102-500731	Contracts for program services	92204117	\$0	\$645,304	\$645,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177854-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,648,829	\$0	\$1,648,829
2019	102-500731	Contracts for program services	92204117	\$1,648,829	\$90,000	\$1,738,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,297,658	\$3,375,768	\$6,673,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,785	\$0	\$746,785
2019	102-500731	Contracts for program services	92204117	\$746,785	\$90,000	\$836,785
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
		Subtotal		\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
		Subtotal		\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$346,846	\$346,846
2021	102-500731	Contracts for program services	92204117	\$0	\$346,846	\$346,846
		Subtotal		\$701,582	\$783,692	\$1,485,274
Total CMH Program Support				\$12,021,050	\$12,819,204	\$24,840,254

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
2021	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
		Subtotal		\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-85-92-821010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Riverview Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$41,000	\$266,000	\$307,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
		Subtotal		\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$48,020	\$48,020	\$12,040

05-85-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$76,500	\$76,488	\$148,968

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
2021	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$416,342	\$471,255	\$887,599

05-95-92-820510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
			Subtotal	\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, MHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108482	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108482	\$0	\$35,000	\$35,000
			Subtotal	\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,929,912

\$14,754,904

\$27,704,816



Jeffrey A. Meyers
Commissioner

Kelja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-4431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

June 9, 2017

G&C Approved

Date

6/21/17

Item #

Kat. Item #A

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,535	\$ 338,535	\$ 673,070
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,230,869	\$1,230,869	\$ 2,461,738
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
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EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IIID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, 14% Other Funds from Behavioral Health Services Information System, and 64.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted


Katja S. Fox
Director

Approved by:


Jeffrey A. Meyers
Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

**05-85-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other**

**CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222**

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653
		Sub Total		763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,153,759
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,337,558

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION

100% Federal Funds

CFDA #

N/A

FAIN

N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA # N/A
FAIN N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
Sub Total				4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
Sub Total				4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.				Vendor # 177184
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174118**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150

SM016030-14

Riverbend Community Mental Health, Inc.**Vendor # 177192**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services**Vendor # 177510**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at**Vendor # 154112**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA #

93.959

FAIN

T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA #

93.043

FAIN

17AANH3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Behavioral Health & Developmental Services of Strafford County, Inc. d/b/a Community Partners of Strafford County ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017 (Late Item A), as amended on June 19, 2019, (Item #29), and June 30, 2021 (Item #21), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Modify Exhibit A, Amendment #2, Scope of Services, by deleting all text in Section 15, Supported Housing, and replacing it to read:
 15. Reserved

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

12/21/2021

Date

DocuSigned by:

Katja S. Fox

500006804C83443...

Name: Katja S. Fox

Title: Director

Behavioral Health & Developmental Services
of Strafford County, Inc. d/b/a Community Partners
of Strafford County

12/20/2021

Date

DocuSigned by:

Wayne Goss

F7708E35E94D47E...

Name: Wayne Goss

Title: President

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

12/21/2021

Date

DocuSigned by:

Robyn Guarino

748734844941480

Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

State of New Hampshire

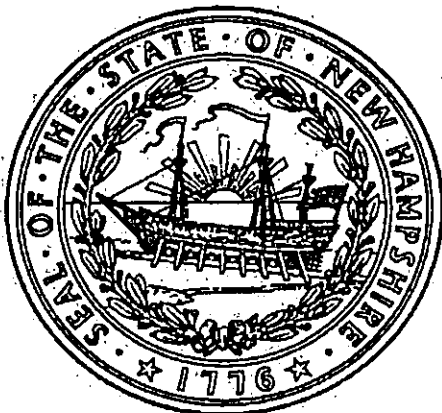
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on September 24, 1982. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 62273

Certificate Number: 0005358975



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 28th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

State of New Hampshire

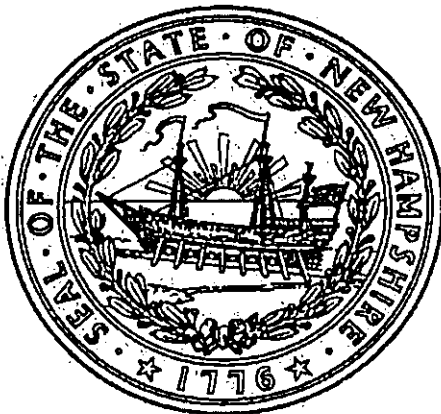
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that COMMUNITY PARTNERS OF STRAFFORD COUNTY is a New Hampshire Trade Name registered to transact business in New Hampshire on October 27, 2003. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 455172

Certificate Number: 0005359021



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire;
this 28th day of April A.D. 2021.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Gary Gletow, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Behavioral Health & Developmental Services of Strafford County, Inc. d/b/a Community Partners
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 20, 2021, at which a quorum of the Directors/shareholders were present and voting.
(Date)

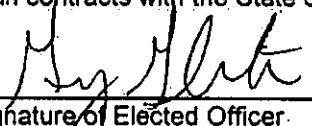
VOTED: That Wayne Goss, President (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Behavioral Health & Developmental Services of Strafford County, Inc. d/b/a Community Partners to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority remains valid for **thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 12/20/21



Signature of Elected Officer
Name: Gary Gletow
Title: Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/07/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Michele Palmer PHONE (A/C, No, Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331 E-MAIL ADDRESS: manch.certs@crossagency.com
INSURED Behavioral Health & Developmental Services of Strafford County Inc. DBA: Community Partners 113 Crosby Road, Ste 1 Dover NH 03820	INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity Ins Co NAIC # 18058 INSURER B: Granite State Health Care and Human Services Self- INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 21-22 All lines

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR YVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Professional Liability			PHPK2344136	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000 Professional Liability \$ 1,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2344141	11/01/2021	11/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB791337	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	HCHS20210000393 (3a.) NH	02/01/2021	02/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Directors & Officers Liability			PHSD1670913	11/01/2021	11/01/2022	Limit 5,000,000 Deductible 35,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

CANCELLATION

State of NH; Department of Health &
 Human Services
 129 Pleasant Street
 Concord NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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113 Crosby Road
Suite 1
Dover, NH 03820
(603) 516-9300
Fax: (603) 743-3244

50 Chestnut Street
Dover, NH 03820
(603) 516-9300
Fax: (603) 743-1850

25 Old Dover Road
Rochester, NH 03867
(603) 516-9300
Fax: (603) 335-9278

A United Way
Partner Agency



Mission: Community Partners connects our clients and their families to the opportunities and possibilities for full participation in their communities.

Vision: We serve those who experience emotional distress, mental illnesses, substance use disorders, developmental disabilities, chronic health needs, acquired brain disorder, as well as those who are in need of information and referral to access long-term supports and services.

We strive to be an organization that consistently delivers outstanding services and supports that are person-focused and dedicated to full participation in communities.

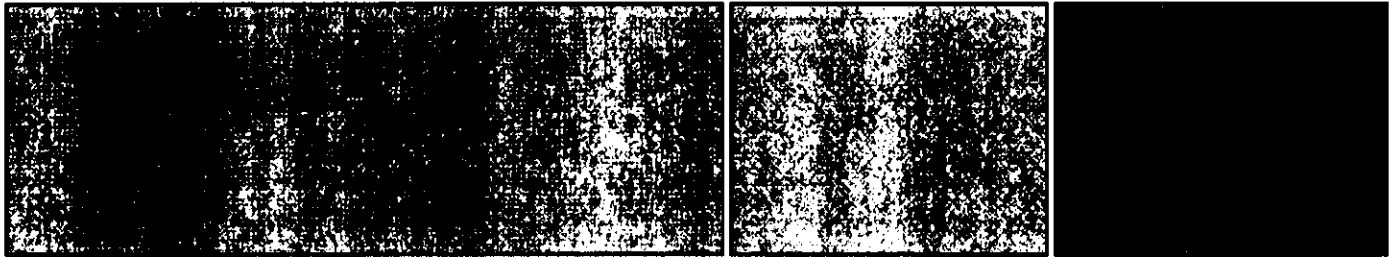
We will take leadership roles in educating our community network, families, and the public to reduce stigma and to increase self-determination and personal empowerment.

We are committed to evidence-based and outcome-driven practices.

We will invest in our staff to further professional development and foster an environment of innovation.

Community Partners

Behavioral Health & Developmental Services of Strafford County, Inc.



CONSOLIDATED FINANCIAL STATEMENTS

and

SUPPLEMENTARY INFORMATION

June 30, 2020 and 2019

With Independent Auditor's Report





INDEPENDENT AUDITOR'S REPORT

Board of Directors
Behavioral Health & Developmental Services of Strafford County, Inc.
d/b/a Community Partners and Subsidiaries

We have audited the accompanying consolidated financial statements of Behavioral Health & Developmental Services of Strafford County, Inc. d/b/a Community Partners and Subsidiaries (the Organization), which comprise the consolidated statements of financial position as of June 30, 2020 and 2019, and the related consolidated statements of activities, functional revenue and expenses without donor restrictions and cash flows for the years then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Board of Directors
Behavioral Health & Developmental Services of Strafford County, Inc.
d/b/a Community Partners and Subsidiaries
Page 2

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of the Organization, as of June 30, 2020 and 2019, and the changes in their net assets and their cash flows for the years then ended in accordance with U.S. generally accepted accounting principles.

Other Matters

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The consolidating statements of financial position and consolidating statements of activities are presented for purposes of additional analysis, rather than to present the financial position and changes in net assets of the individual entities, and are not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audits of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole

Changes in Accounting Principles

As discussed in Note 1 to the consolidated financial statements, the Organization adopted Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2016-18, *Restricted Cash*, and FASB ASU No. 2018-08, *Clarifying the Scope of the Accounting Guidance for Contributions Received and Contributions Made*, during the year ended June 30, 2020. Our opinion is not modified with respect to these matters.

Berry Dunn McNeil & Parker, LLC

Manchester, New Hampshire
November 3, 2020

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Consolidated Statements of Financial Position

June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
ASSETS		
Cash and cash equivalents	\$ 6,801,286	\$ 4,023,971
Restricted cash	112,525	112,436
Accounts receivable, net of allowance for doubtful accounts	2,092,725	1,171,501
Grants receivable	591,940	162,264
Prepaid expenses	485,267	401,402
Property and equipment, net	<u>2,231,627</u>	<u>2,118,838</u>
Total assets	<u>\$12,315,370</u>	<u>\$ 7,990,412</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable and accrued expenses	\$ 2,842,555	\$ 2,540,469
Estimated third-party liability	1,031,569	1,202,701
Operating lease payable	72,230	40,785
Loan fund	89,562	89,473
Notes payable	<u>4,159,036</u>	<u>884,773</u>
Total liabilities	8,194,952	4,758,201
Net assets		
Net assets without donor restrictions	4,018,670	3,232,211
With donor restrictions	<u>101,748</u>	<u>-</u>
Total net assets	<u>4,120,418</u>	<u>3,232,211</u>
Total liabilities and net assets	<u>\$12,315,370</u>	<u>\$ 7,990,412</u>

The accompanying notes are an integral part of these consolidated financial statements.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Consolidated Statements of Activities

Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Changes in net assets without donor restrictions		
Public support and revenue		
Medicaid revenue	\$31,378,211	\$29,163,571
Medicare revenue	175,540	196,444
Client resources	2,176,062	1,934,005
Contract revenue	1,632,156	1,546,526
Grant income	1,700,264	1,111,668
Interest income	37,074	8,454
Other program revenue	1,340,942	722,753
Public support	119,432	123,304
Other revenue	<u>736,918</u>	<u>198,539</u>
Total public support and revenue	<u>39,296,599</u>	<u>35,005,264</u>
Expenses		
Program services		
Case management	1,040,686	1,041,170
Day programs and community support	5,160,769	5,034,457
Early support services and youth and family	4,513,949	4,196,063
Family support	643,257	634,699
Residential services	12,328,472	10,799,339
Consolidated services	4,023,490	3,599,405
Adult services	2,899,359	2,665,698
Emergency services	660,072	654,437
Other	<u>3,730,957</u>	<u>2,655,420</u>
Total program expenses	<u>35,001,011</u>	<u>31,280,688</u>
Supporting services		
General management	<u>3,509,129</u>	<u>3,438,646</u>
Total expenses	<u>38,510,140</u>	<u>34,719,334</u>
Change in net assets without donor restrictions	786,459	285,930
Changes in net assets with donor restrictions		
Grants and contributions	<u>101,748</u>	<u>-</u>
Change in net assets	888,207	285,930
Net assets, beginning of year	<u>3,232,211</u>	<u>2,946,281</u>
Net assets, end of year	<u>\$ 4,120,418</u>	<u>\$ 3,232,211</u>

The accompanying notes are an integral part of these consolidated financial statements.

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A COMMUNITY PARTNERS AND SUBSIDIARIES

Consolidated Statement of Financial Revenue and Expenses Without Donor Restrictions

Year Ended June 30, 2020

	Case Management	Day Programs and Community Support	Early Support Services and Youth and Family	FAMILY Support	Residential Services	Consolidated Services	Adult Services	Emergency Services	Other	Total Program	General Management	Total
Public support and revenue												
Medicaid revenue	\$ 886,368	\$ 4,040,408	\$ 5,011,919	\$ 290,687	\$ 13,303,054	\$ 4,340,038	\$ 3,208,815	\$ 98,908	\$ 254,411	\$ 31,378,211	\$ -	\$ 31,378,211
Medicare revenue	-	8,483	-	-	-	-	141,878	-	25,179	175,540	-	175,540
Client resources	25,886	38,957	728,354	-	1,108,531	25,847	187,208	23,514	88,796	3,176,082	-	3,176,082
Contract revenue	86,882	288,211	441,889	78,178	32,307	46,470	3,584	212,777	313,840	1,479,825	152,331	1,632,156
Grant income	6,830	25,186	82,088	18,118	-	1,529	86,420	1,583	1,487,880	1,882,381	7,873	1,700,264
Interest income	-	13	-	-	-	-	-	-	26	38	37,036	37,074
Other program revenue	-	18,881	27,420	-	-	-	-	-	1,284,764	1,330,786	10,187	1,340,947
Public support	13,673	2,782	10,487	18,378	-	-	28	-	72,917	115,188	4,237	119,432
Other revenue	700	63,080	31,780	-	488,093	80,300	41,377	1,900	41,377	708,790	28,126	736,916
Total public support and revenue	1,039,839	4,484,980	6,234,718	409,165	14,808,985	4,474,185	3,658,478	794,833	3,538,820	39,056,808	238,791	39,295,599
Expenses												
Salaries and wages	639,373	2,864,280	2,877,914	200,801	1,308,887	1,817,524	2,040,848	279,097	1,938,957	13,498,871	2,370,208	15,828,177
Employee benefits	154,673	676,983	612,718	84,888	318,437	109,780	116,428	53,131	613,308	2,706,500	438,681	3,145,091
Payroll taxes	48,388	198,486	212,821	18,114	99,342	121,480	116,388	20,424	188,278	985,751	154,483	1,140,174
Contractual substitute staff	-	5,911	7,231	-	-	-	980	-	-	13,732	17,248	30,980
Client treatment services	18,137	312,888	123,579	246,825	4,812,831	1,880,380	183,911	-	8,798	7,228,084	2,388	7,230,882
Professional fees and materials	27,583	95,806	138,488	10,861	37,228	12,844	108,820	267,144	180,882	880,881	140,722	980,803
Schoolteachers	-	515,479	-	-	8,771,343	80,288	-	-	-	8,347,881	-	8,347,881
Staff development and training	8,478	12,727	38,282	1,880	2,281	6,748	12,841	4,808	12,427	67,393	31,198	128,991
Rent	-	88,208	87,824	-	36,384	-	72,389	7,123	70,448	382,352	18,932	491,264
Utilities	8,347	44,883	19,777	1,320	18,041	2,118	30,848	4,887	22,180	138,882	21,808	161,898
Building maintenance and repairs	11,883	60,801	47,325	1,864	23,574	3,182	36,486	1,886	162,861	348,824	28,844	378,886
Other occupancy costs	8,081	84,301	38,347	1,438	12,844	2,304	21,801	-	43,925	211,808	6,884	217,702
Office	11,725	87,304	48,228	2,702	17,000	4,536	28,510	3,481	84,752	228,042	81,357	309,399
Building and housing	3,108	18,028	8,750	836	6,874	824	6,140	704	20,118	68,187	13,883	78,140
Client consumables	481	24,732	848	2,886	20,383	48,141	1,864	21	43,080	143,288	1,211	144,510
Medical	-	361	480	-	104	-	429	67	3,567	6,018	136	6,153
Equipment maintenance	22,948	74,773	83,488	4,568	28,708	7,312	48,818	6,017	42,843	318,248	80,842	389,091
Depreciation	18,007	73,286	42,230	3,723	31,828	5,956	17,412	2,888	42,480	268,228	30,388	308,616
Advertising	238	2,388	2,188	361	1,300	881	1,810	114	872	8,918	1,822	11,537
Printing	-	138	-	-	-	-	-	-	-	138	887	1,025
Telephone and communications	30,829	48,411	43,446	3,877	11,433	5,502	33,871	3,779	36,428	202,576	48,861	251,437
Postage and shipping	984	9,371	4,706	225	1,823	380	3,808	808	7,438	29,431	3,913	33,344
Transportation	19,375	148,488	18,725	2,440	48,187	108,884	21,328	813	32,887	384,788	5,840	390,628
Assistance to individuals	27,834	4,843	4,496	87,718	3,402	19,011	5,044	407	30,353	189,284	3,842	193,126
Insurance	6,618	82,918	41,175	1,882	23,308	2,880	37,730	3,745	28,145	231,278	38,822	269,900
Membership dues	23	1,198	748	8	46	9	3,238	11	108,814	113,881	3,725	117,614
Interest	388	3,714	1,221	308	4,438	485	732	33	16,737	28,077	2,780	30,857
Other	-	-	-	-	-	-	-	-	34,888	34,888	1,050	35,938
Total expenses	1,040,988	5,160,788	4,513,949	643,257	12,329,472	4,873,480	2,889,358	880,072	3,730,957	35,001,811	3,508,129	38,510,140
(Decrease) increase in net assets without restrictions	\$ (30,847)	\$ (675,779)	\$ 1,820,769	\$ (241,917)	\$ 2,580,513	\$ (400,095)	\$ 769,119	\$ (885,219)	\$ (181,137)	\$ 4,055,797	\$ (2,269,338)	\$ 1,786,459

The accompanying notes are an integral part of these consolidated financial statements.

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. DB/A COMMUNITY PARTNERS AND SUBSIDIARIES

Consolidated Statement of Functional Revenue and Expenses Without Donor Restrictions

Year Ended June 30, 2018

	Case Management	Day Programs and Community Support	Early Support Services and Youth and Family	Family Support	Residential Services	Consolidated Services	Adult Services	Emergency Services	Other	Total Program	General Management	Total
Public support and revenue												
Medicaid revenue	\$ 808,800	\$ 4,143,483	\$ 4,280,003	\$ 305,762	\$ 12,217,725	\$ 3,858,079	\$ 3,187,968	\$ 48,083	\$ 230,102	\$ 29,163,971	\$ -	\$ 29,163,971
Medicare revenue	-	18,236	-	-	-	-	158,219	-	-	158,219	-	158,219
Client resources	81,044	82,087	826,823	-	1,043,019	23,198	126,186	28,324	81,774	1,854,026	-	1,854,026
Contract revenue	105,388	306,584	404,433	76,278	19,828	46,470	700	178,823	189,884	1,340,470	208,056	1,548,328
Grant income	18,020	75,112	84,404	27,048	-	1,500	82,879	4,238	837,887	1,107,888	4,000	1,111,888
Interest income	-	-	-	-	-	-	-	-	-	-	8,484	8,484
Other program revenue	-	47,810	26,280	-	-	-	-	-	842,082	718,862	9,871	722,753
Public support	12,878	8,953	17,150	16,115	-	2,887	3,425	-	80,548	116,313	4,981	123,304
Other revenue	184	200	265	-	24,411	-	11,225	-	13,910	80,178	148,384	196,529
Total public support and revenue	1,100,962	4,882,307	5,321,958	425,204	12,304,083	3,930,086	3,989,000	757,038	2,068,196	34,829,878	278,736	35,008,264
Expenses												
Salaries and wages	616,964	2,881,879	2,845,378	193,744	1,186,741	1,574,886	1,882,810	282,726	1,338,136	12,295,882	2,225,787	14,481,749
Employee benefits	185,888	725,883	818,236	43,841	288,380	114,976	268,738	87,444	425,083	2,833,840	802,180	3,136,020
Payroll taxes	46,088	208,829	194,885	11,781	88,887	118,286	98,181	19,186	118,088	889,729	152,888	1,042,588
Contracted substitute staff	-	7,188	-	-	-	-	-	-	-	7,188	3,888	10,884
Client treatment services	25,487	88,784	117,388	300,788	4,088,888	1,478,888	81,871	-	13,838	8,138,388	31	8,138,389
Professional fees and consultants	38,808	58,388	108,819	7,212	103,207	14,088	81,388	274,484	70,382	752,847	90,707	843,354
Subcontractors	-	430,214	-	-	4,888,701	48,080	-	-	-	5,128,008	-	5,128,008
Staff development and training	2,307	18,817	17,088	4,437	3,188	4,489	9,888	1,088	8,381	64,488	79,033	143,521
Rent	-	88,784	83,481	-	38,489	-	78,188	7,824	81,078	387,484	19,212	378,670
Utilities	8,370	88,230	23,008	1,482	18,311	2,348	11,818	833	88,108	218,708	29,878	248,886
Building maintenance and repairs	14,888	71,808	43,138	2,340	80,880	3,820	21,130	835	127,740	308,568	19,438	354,882
Other occupancy costs	4,984	88,787	21,138	788	9,012	1,344	9,288	-	29,422	121,714	8,581	140,296
Office	18,417	84,188	58,780	2,411	21,473	4,181	31,888	4,880	51,888	247,382	87,322	334,704
Building and housing	3,878	18,888	8,170	723	8,384	825	4,138	578	8,883	47,237	8,711	56,848
Client communication	948	28,388	8,315	2,887	20,388	48,388	3,884	82	11,878	122,941	1,480	124,381
Medical	-	1,388	538	-	178	-	838	74	821	3,438	272	3,711
Equipment maintenance	15,887	80,227	48,322	2,887	21,878	5,823	30,833	3,822	18,888	193,431	40,448	233,879
Depreciation	30,884	182,838	78,473	8,881	88,081	14,888	40,071	5,888	24,888	422,888	88,438	482,088
Advertising	237	1,848	1,788	28	413	87	723	58	4,848	1,081	8,829	9,910
Printing	-	31	388	-	-	-	82	12	30	821	848	1,369
Telephone and communications	17,280	48,314	38,423	3,811	8,488	4,388	27,879	3,888	23,488	188,388	40,737	209,125
Postage and shipping	823	8,118	4,727	147	1,817	384	2,828	888	4,414	22,081	1,740	23,791
Transportation	13,908	217,888	31,847	4,008	88,088	110,411	28,107	1,822	28,433	822,708	18,388	838,108
Assistance to individuals	23,822	2,888	3,428	84,828	18,484	42,088	1,234	182	38,888	202,388	4,388	204,888
Insurance	8,781	78,138	38,307	1,888	28,423	4,291	33,316	3,588	12,828	204,872	30,828	234,700
Membership dues	22	2,833	184	4	48	10	3,971	11	104,788	118,888	4,881	119,888
Interest	7,285	9,844	2,181	371	3,118	822	418	115	8,988	21,904	3,817	25,521
Other	-	807	214	-	-	20	-	-	88,322	70,083	7,208	77,272
Total expenses	1,041,170	5,034,457	4,198,083	834,888	10,799,328	2,888,409	2,888,888	854,437	2,888,420	31,290,888	3,438,848	34,719,334
Increase (decrease) in net assets without restrictions	\$ 98,912	\$ (172,150)	\$ 1,123,885	\$ (209,493)	\$ 2,304,764	\$ 330,887	\$ 881,352	\$ (181,389)	\$ (188,224)	\$ 3,539,040	\$ (1,099,912)	\$ 2,439,078

The accompanying notes are an integral part of these consolidated financial statements.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Consolidated Statements of Cash Flows

Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities		
Change in net assets	\$ 888,207	\$ 285,930
Adjustments to reconcile change in net assets to net cash (used) provided by operating activities		
Depreciation	265,788	482,088
Change in allowance for doubtful accounts	50,900	20,859
Increase in		
Accounts receivable	(972,124)	(303,973)
Grants receivable	(429,676)	(104,042)
Prepaid expenses	(83,865)	(21,843)
Increase (decrease) in		
Accounts payable and accrued expenses	302,086	405,683
Estimated third-party liability	(171,132)	81,650
Operating lease payable	31,445	40,785
Loan fund	89	90
Net cash (used) provided by operating activities	<u>(118,282)</u>	<u>887,227</u>
Cash flows from investing activities		
Acquisition of property and equipment	<u>(378,577)</u>	<u>(536,486)</u>
Cash flows from financing activities		
Proceeds from long-term borrowings	3,464,095	300,000
Principal payments on long-term borrowings	<u>(189,832)</u>	<u>(261,109)</u>
Net cash provided by financing activities	<u>3,274,263</u>	<u>38,891</u>
Net increase in cash, cash equivalents and restricted cash	2,777,404	389,632
Cash, cash equivalents and restricted cash, beginning of year	<u>4,136,407</u>	<u>3,746,775</u>
Cash, cash equivalents and restricted cash, end of year	<u>\$ 6,913,811</u>	<u>\$ 4,136,407</u>
Reconciliation of cash, cash equivalents and restricted cash, end of year:		
Cash and cash equivalents	\$ 6,801,286	\$ 4,023,971
Restricted cash	<u>112,525</u>	<u>112,436</u>
	<u>\$ 6,913,811</u>	<u>\$ 4,136,407</u>

The accompanying notes are an integral part of these consolidated financial statements.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Nature of Activities

Behavioral Health & Developmental Services of Strafford County, Inc. d/b/a Community Partners (Community Partners) is a New Hampshire nonprofit corporation providing a wide range of community-based services (see consolidated statement of functional revenue and expenses for programs offered) for individuals with developmental disabilities and/or mental illness and their families. Community Partners also supports families with children who have chronic health needs. Community Partners is currently operating as two divisions: Developmental Services and Behavioral Health Services.

Community Partners is the sole shareholder of Lighthouse Management Services, Inc., which was organized to perform accounting and management functions for other not-for-profit entities.

Community Partners is the sole beneficiary of the Community Partners Foundation (the Foundation), which was established exclusively for the benefit and support of Community Partners. To that end, the Foundation receives and accepts gifts and funds.

The Foundation received and disbursed the following funds:

	<u>2020</u>	<u>2019</u>
Funds received	\$ 153,805	\$ 58,259
Funds disbursed	<u>38,327</u>	<u>40,064</u>
	<u>\$ 115,478</u>	<u>\$ 18,195</u>

The Foundation has received and disbursed the following funds since its inception in 2007:

Funds received	\$ 582,844
Funds disbursed	<u>355,700</u>
	<u>\$ 227,144</u>

1. Summary of Significant Accounting Policies

Principles of Consolidation

The consolidated financial statements include the accounts of Community Partners, Lighthouse Management Services, Inc., and the Foundation (collectively, the Organization). All material intercompany balances and transactions have been eliminated in consolidation.

The Organization prepares its consolidated financial statements in accordance with U.S. generally accepted accounting principles (U.S. GAAP) established by the Financial Accounting Standards Board (FASB). References to U.S. GAAP in these notes are to the FASB Accounting Standards Codification (ASC).

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Newly Adopted Accounting Principles and Reclassifications

During 2020, the Organization adopted FASB Accounting Standards Update (ASU) No. 2016-18, *Restricted Cash*. This ASU requires an entity to present restricted cash with cash and cash equivalents on the consolidated statement of cash flows, rather than reporting the change as operating activities. A reconciliation of the cash and cash equivalents and amounts generally described as restricted cash in the consolidated statement of cash flow to the consolidated statement of financial position is also required. The impact of adoption to the consolidated statement of cash flows for the year ended June 30, 2019 is an increase in cash used from operating activities of \$19,011 and an increase to cash, cash equivalents and restricted cash, beginning of year of \$93,425.

In July 2018, FASB issued ASU No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, to clarify and improve the accounting guidance for contributions received and contributions made. The amendments in this ASU assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of FASB ASC Topic 958, *Not-for-Profit Entities*, or as exchange (reciprocal) transactions subject to other accounting guidance, and (2) distinguishing between conditional contributions and unconditional contributions. This ASU was adopted by the Organization during the year ended June 30, 2020 and is reflected in the accompanying consolidated financial statements. Adoption of the ASU did not have a material impact on the Organization's financial reporting.

Use of Estimates

The preparation of consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements. Estimates also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Basis of Presentation

The consolidated financial statements of the Organization have been prepared in accordance with U.S. GAAP, which require the Organization to report information regarding its consolidated financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity. Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

Contributions

Contributions are considered to be available for use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for a specific purpose are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statement of activities as net assets released from restrictions. The Organization records donor-restricted contributions whose restrictions are met in the same reporting period as support without donor restrictions in the year of the gift.

Income Taxes

The Organization is exempt from federal income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code to operate as a not-for-profit organization.

FASB ASC Topic 740, *Income Taxes*, establishes financial accounting and disclosure requirements for recognition and measurement of tax positions taken or expected to be taken. Management has reviewed the tax provisions for the Organization under FASB ASC Topic 740 and determined it did not have a material impact on the Organization's consolidated financial statements.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an original maturity date of less than three months to be cash equivalents. The cash equivalents represent money market accounts and repurchase agreements as of June 30, 2020 and 2019.

The Organization maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. It has not experienced any losses in such accounts. Management believes it is not exposed to any significant risk on cash and cash equivalents.

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A COMMUNITY PARTNERS AND SUBSIDIARIES

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from balances outstanding at year-end. Management provides for probable uncollectible accounts after considering each category of receivable individually, and estimates an allowance according to the nature of the receivable. Allowances are estimated from historical performance and projected trends. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to trade accounts receivable. As of June 30, 2020 and 2019, allowances were recorded in the amount of \$487,805 and \$436,905, respectively.

Property and Equipment

Property and equipment are recorded at cost, while donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Expenditures for repairs and maintenance are charged against operations. Renewals and betterments which materially extend the life of the assets are capitalized. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the asset is placed into service. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Depreciation is provided on the straight-line method in amounts designed to amortize the costs of the assets over their estimated lives as follows:

Buildings and improvements	5-39 years
Equipment and furniture	3-7 years
Vehicles	5 years

Estimated Third-Party Liability

The Organization's estimated third-party liability consists of funds received in advance for services to be performed at a later date, amounts due to Medicaid and estimated amounts due to Medicaid from eligibility, certification and other audits, and certain pass-through funds.

Functional Allocation of Expenses

The Organization's expenses are presented on a functional basis, showing basic program activities and support services. The Organization allocates expenses based on the organizational cost centers in which expenses are incurred. In certain instances, expenses are allocated between support functions and program services based on personnel time and space utilized for the related services.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

2. Availability and Liquidity of Financial Assets

The Organization regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to optimize its available funds. The Organization has various sources of liquidity at its disposal, including cash and cash equivalents and a line of credit.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organization considers all expenditures related to its ongoing operating activities as well as the conduct of services undertaken to support those operating activities.

In addition to financial assets available to meet general expenditures over the next 12 months, the Organization operates with a balanced budget and anticipates collecting sufficient revenue to cover expenditures not covered by donor-restricted resources or, where appropriate, borrowings. Refer to the consolidated statements of cash flows, which identifies the sources and uses of the Organization's cash and cash equivalents and the generation of positive cash from operations for fiscal year 2020 and 2019.

The following financial assets are expected to be available within one year of the statement of financial position date to meet general expenditures as of June 30:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 6,699,538	\$ 4,023,971
Accounts receivable, net	2,092,725	1,171,501
Grants receivable	<u>591,940</u>	<u>162,264</u>
Financial assets available to meet general expenditures within one year	<u>\$ 9,384,203</u>	<u>\$ 5,357,736</u>

3. Restricted Cash

The Organization serves as a pass-through entity for the Council for Children and Adolescents with Chronic Health Conditions Loan Guaranty Program. This program is operated and administered by a New Hampshire bank. As of June 30, 2020 and 2019, the Organization held cash totaling \$89,562 and \$89,473, respectively, which was restricted for this program. A corresponding amount has been recorded as a liability.

Additionally, the Organization administers the Council for Children and Adolescents with Chronic Health Conditions Program. As of June 30, 2020 and 2019, the Organization held cash totaling \$22,963, which was restricted for this program. A corresponding amount has been recorded as a liability.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

4. Property and Equipment

Property and equipment consisted of the following:

	<u>2020</u>	<u>2019</u>
Land and buildings	\$ 2,218,893	\$ 2,218,893
Building improvements	2,106,939	1,818,475
Vehicles	860,237	844,502
Equipment and furniture	<u>2,939,058</u>	<u>2,909,242</u>
	8,125,127	7,791,112
Less accumulated depreciation	<u>5,893,500</u>	<u>5,672,274</u>
	<u>\$ 2,231,627</u>	<u>\$ 2,118,838</u>

5. Line of Credit

The Organization has a revolving line of credit agreement with a bank amounting to \$1,500,000, collateralized by a security interest in all business assets. Monthly interest payments on the unpaid principal balance are required at the rate of 0.5%-1% over the bank's stated index, which was 4.25% at June 30, 2020. The Organization is required to annually observe 30 consecutive days without an outstanding balance. At June 30, 2020 and 2019, there was no outstanding balance on the line of credit.

The Organization has an equipment line of credit agreement with a bank amounting to \$250,000, collateralized by a security interest in equipment obtained by advances on the line. Advances are limited to 80% of the invoice price. Monthly interest payments on the unpaid principal balance are required at the rate of .5% over the Federal Home Loan Bank of Boston (FHLB) five-year index through October 6, 2019, at which time it increased to 1.75% over the FHLB index, which was 3.75% at June 30, 2020. The line of credit has a maturity date of October 6, 2024. At June 30, 2020 and 2019, there was no outstanding balance on the line of credit.

6. Notes Payable

Notes payable consisted of the following:

	<u>2020</u>	<u>2019</u>
Note payable to a bank, payable in monthly installments of \$4,029, including interest at 3.92%, through July, 2022; collateralized by certain real estate. The note is a participating loan with the New Hampshire Health and Education Facilities Authority (NHHEFA).	\$ 95,635	\$ 139,608

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Note payable to a bank, paid in full during 2020.	-	29,961
Note payable to NHHEFA, payable in monthly installments of \$3,419, including interest at 1.00%, paid in 2020.	44,249	74,560
Mortgage note payable to a bank, payable in monthly installments of \$1,580, including interest at 4.12%, through April 2026 with one final payment which shall be the unpaid balance at maturity; collateralized by certain real estate.	96,413	111,028
Note payable to a bank, payable in monthly principal and interest payments totaling \$2,413 are due through February 2023; the note bears interest at 4.50%; collateralized by all assets.	63,379	90,940
Note payable to a bank, payable in monthly installments totaling \$1,882, including interest at 3.49%, through August 2026; collateralized by all the rights and benefits under the leases attached to the related real estate.	124,756	142,559
Note payable to a bank, payable in monthly installments totaling \$3,162, including interest at 4.85%, through April 2029; collateralized by certain real estate.	272,136	296,117
Note payable to a bank, payable in monthly installments totaling \$789, including interest at 7.69%, through March 2025; collateralized by a certain vehicle.	37,468	-
Non-interest bearing note payable to the State of New Hampshire, Department of Health and Human Services (DHHS). A portion or all of the note payable will be forgiven if the Organization meets certain requirements. Any amount not forgiven is to be repaid 180 days after the expiration of the State of Emergency declared by Governor of New Hampshire. Subsequent to June 30, 2020, the State of Emergency was extended through August 7, 2020. Management intends to apply for forgiveness once it becomes available. This loan is unsecured, but is guaranteed by the U.S. Small Business Administration.	50,000	-

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Payroll Protection Program (PPP) loan to a Bank borrowed in April 2020. A portion or all of the PPP loan will be forgiven if the Organization meets certain requirements. Any amount not forgiven is to be repaid over two years at a fixed interest rate of 1%. Management intends to apply for forgiveness once it becomes available. At June 30, 2020, the Organization has not yet applied for forgiveness. This loan is unsecured.

	<u>3,375,000</u>	<u>-</u>
	<u>\$ 4,159,036</u>	<u>\$ 884,773</u>

The scheduled maturities of long-term debt are as follows:

2021	\$ 1,336,614
2022	1,847,393
2023	652,928
2024	77,240
2025	76,593
Thereafter	<u>168,268</u>
	<u>\$ 4,159,036</u>

Cash paid for interest approximates interest expense.

7. Commitments and Contingencies

Operating Leases

The Organization leases various office facilities and equipment under operating lease agreements. Expiration dates range from August 2018 through March 2033. Total rent expense charged to operations was \$401,284 in 2020 and \$376,670 in 2019.

Future minimum operating lease payments are as follows:

2021	\$ 426,200
2022	401,560
2023	384,589
2024	347,614
2025	283,355
Thereafter	<u>2,211,640</u>
	<u>\$ 4,054,958</u>

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

Litigation

The Organization is involved in litigation from time to time arising in the normal course of business. After consultation with legal counsel, management estimates these matters will be resolved without a material adverse effect on the Organization's future financial position or results of operations.

8. Concentrations

For the years ended June 30, 2020 and 2019, approximately 80% and 83%, respectively, of public support and revenue of the Organization was derived from Medicaid. The future existence of the Organization is dependent upon continued support from Medicaid.

Accounts receivable due from Medicaid were as follows:

	<u>2020</u>	<u>2019</u>
Developmental Services	\$ 1,532,231	\$ 681,243
Behavioral Health Services	<u>82,757</u>	<u>133,889</u>
	<u>\$ 1,614,988</u>	<u>\$ 815,132</u>

In order for the Developmental Services division of the Organization to receive this support, it must be formally approved by the State of New Hampshire, DHHS, Bureau of Developmental Services, as the provider of services for developmentally disabled individuals for Strafford County in New Hampshire. This designation is received by the Organization every five years. The current designation expires in September 2022.

In order for the Behavioral Health Services division of the Organization to receive this support, it must be formally approved by the State of New Hampshire, DHHS, Bureau of Behavioral Health, as the community mental health provider for Strafford County in New Hampshire. This designation is received by the Organization every five years. The current designation expires in August 2021.

9. Retirement Plan

The Organization maintains a tax-sheltered annuity plan that is offered to all eligible employees. The plan includes a discretionary employer contribution equal to 3% of each eligible employee's salary. During 2020 and 2019, the Organization made an additional discretionary contribution equal to 1% of each eligible employee's salary. Total costs incurred for the plan during the year ended June 30, 2020 were \$404,476 and during the year ended June 30, 2019 were \$377,307. The total expense for the year ended June 30, 2020 for the Developmental Services division was \$241,646, and for the Behavioral Health Services division was \$162,830. The total expense for the year ended June 30, 2019 for the Developmental Services division was \$226,774, and for the Behavioral Health Services division was \$150,533.

**BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A
COMMUNITY PARTNERS AND SUBSIDIARIES**

Notes to Consolidated Financial Statements

June 30, 2020 and 2019

10. Subsequent Events

For purposes of the preparation of these consolidated financial statements in conformity with U.S. GAAP, management has considered transactions or events occurring through November 3, 2020, which is the date that the consolidated financial statements were available to be issued.

11. Uncertainty

On March 11, 2020, the World Health Organization declared coronavirus disease (COVID-19) a global pandemic. Local, U.S., and world governments encouraged self-isolation to curtail the spread of COVID-19 by mandating the temporary shut-down of business in many sectors and imposing limitations on travel and the size and duration of group gatherings. Most sectors are experiencing disruption to business operations and may feel further impacts related to delayed government reimbursement. The Coronavirus Preparedness and Response Supplemental Appropriations Act of 2020 provides several relief measures to allow flexibility to providers to deliver critical care. There is unprecedented uncertainty surrounding the duration of the pandemic, its potential economic ramifications, and additional government actions to mitigate them. Accordingly, while management expects this matter to impact operating results, the related financial impact and duration cannot be reasonably estimated.

The U.S. government has responded with three phases of relief legislation, as a response to the COVID-19 outbreak. Recent legislation was enacted into law on March 27, 2020, called the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), a statute to address the economic impact of the COVID-19 outbreak. The CARES Act, among other things, 1) authorizes emergency loans to distressed businesses by establishing, and providing funding for, forgivable bridge loans, 2) provides additional funding for grants and technical assistance, and 3) delays due dates for employer payroll taxes and estimated tax payments for organizations. Management has evaluated the impact of the CARES Act on the Organization, including its potential benefits and limitations that may result from additional funding.

SUPPLEMENTARY INFORMATION

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A COMMUNITY PARTNERS AND SUBSIDIARIES

Consolidating Statements of Financial Position

June 30, 2020 and 2019

	2020						2019					
	Developmental Services	Behavioral Health Services	Lighthouse Management Services	Community Partners Foundation	Eliminations	Consolidated Totals	Developmental Services	Behavioral Health Services	Lighthouse Management Services	Community Partners Foundation	Eliminations	Consolidated Totals
ASSETS												
Cash and cash equivalents	\$ 4,882,148	\$ 1,822,616	\$ 1,128	\$ 128,396	\$ -	\$ 6,801,288	\$ 2,426,900	\$ 1,484,207	\$ 1,136	\$ 111,006	\$ -	\$ 4,023,971
Restricted cash	112,628	-	-	-	-	112,628	112,436	-	-	-	-	112,436
Accounts receivable, net of allowance for doubtful accounts	1,784,763	732,614	34	101,748	(486,324)	2,092,725	939,082	718,471	78	-	(486,128)	1,171,501
Grants receivable	319,109	272,831	-	-	-	591,940	18,998	143,266	-	-	-	162,264
Prepaid expenses	287,658	217,879	-	-	-	485,287	222,498	178,908	-	-	-	401,402
Interest in net assets of subsidiaries	226,181	-	-	-	(226,181)	-	109,846	-	-	-	(109,846)	-
Property and equipment, net	1,883,174	248,752	-	-	-	2,131,877	1,749,611	372,227	-	-	-	2,118,838
Total assets	\$ 9,414,678	\$ 3,393,693	\$ 1,155	\$ 227,144	\$ (721,895)	\$ 12,318,370	\$ 5,578,228	\$ 2,897,977	\$ 1,214	\$ 111,006	\$ (595,774)	\$ 7,990,412
LIABILITIES AND NET ASSETS (DEFICIT)												
Liabilities												
Accounts payable and accrued expenses	\$ 2,786,799	\$ 829,968	\$ 3,122	\$ -	\$ (486,324)	\$ 2,842,655	\$ 2,478,415	\$ 543,949	\$ 3,233	\$ -	\$ (486,128)	\$ 2,540,489
Estimated third-party liability	862,678	368,893	-	-	-	1,231,568	754,211	448,490	-	-	-	1,202,701
Operating lease payable	17,884	84,346	-	-	-	72,230	10,088	30,687	-	-	-	40,785
Loan fund	89,563	-	-	-	-	89,563	89,473	-	-	-	-	89,473
Notes payable	4,114,787	44,249	-	-	-	4,159,036	818,213	74,590	-	-	-	894,773
Total liabilities	7,890,708	1,067,446	3,122	-	(486,324)	8,194,962	4,143,410	1,067,606	3,233	-	(486,128)	4,758,201
Net assets (deficit)												
Net assets (deficit) without donor restrictions	1,722,323	2,296,447	(1,963)	136,386	(133,433)	4,018,079	1,432,819	1,799,391	(2,018)	111,006	(109,846)	3,232,211
With donor restrictions	191,748	-	-	101,748	(101,748)	191,748	-	-	-	-	-	-
Total net assets (deficit)	1,623,871	2,296,447	(1,963)	227,144	(221,181)	4,120,418	1,432,819	1,799,391	(2,018)	111,006	(109,846)	3,232,211
Total liabilities and net assets (deficit)	\$ 9,414,678	\$ 3,393,693	\$ 1,155	\$ 227,144	\$ (721,895)	\$ 12,318,370	\$ 5,578,228	\$ 2,897,977	\$ 1,214	\$ 111,006	\$ (595,774)	\$ 7,990,412

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC. D/B/A COMMUNITY PARTNERS AND SUBSIDIARIES

Consolidating Statements of Activities

Years Ended June 30, 2020 and 2019

	2020						2019					
	Developmental Services	Behavioral Health Services	Lighthouse Management Services	Community Partners Foundation	Eliminations	Consolidated Totals	Developmental Services	Behavioral Health Services	Lighthouse Management Services	Community Partners Foundation	Eliminations	Consolidated Totals
Changes in net assets (deficit) without donor restrictions												
Public support and revenue												
Medicaid revenue	\$ 23,578,343	\$ 7,802,068	\$ -	\$ -	\$ -	\$ 31,378,211	\$ 22,000,443	\$ 7,155,126	\$ -	\$ -	\$ -	\$ 29,155,571
Medicare revenue	-	178,840	-	-	-	178,840	-	180,444	-	-	-	180,444
Client resources	1,553,878	592,354	-	-	-	2,146,232	1,503,068	430,337	-	-	-	1,933,405
Contract revenue	878,812	956,344	-	-	-	1,835,156	883,580	887,906	-	-	-	1,771,486
Grant income	278,171	1,422,083	-	-	-	1,700,254	302,778	608,890	-	-	-	911,668
Interest income	21,184	16,890	-	-	-	37,074	4,289	4,165	-	-	-	8,454
Other program income	1,340,942	-	-	-	-	1,340,942	722,753	-	-	-	-	722,753
Public support	85,484	2,647	-	51,321	-	139,452	55,233	9,805	-	54,160	-	119,198
Other revenue	851,692	58,411	9,095	728	(22,781)	997,145	53,370	163,979	9,057	83	(27,251)	299,259
Total public support and revenue	28,222,029	11,026,177	9,095	52,049	(22,781)	39,286,570	25,334,784	8,630,805	9,057	54,243	(27,251)	33,992,638
Expenses												
Program services												
Case management	1,040,684	-	-	-	-	1,040,684	1,041,170	-	-	-	-	1,041,170
Day programs and community support	4,189,626	991,243	-	-	-	5,180,869	4,117,218	917,238	-	-	-	5,034,457
Early support services and youth and family	1,892,618	2,621,331	-	-	-	4,513,949	1,814,338	2,581,724	-	-	-	4,396,063
Family support	843,287	-	-	-	-	843,287	834,899	-	-	-	-	834,899
Residential services	12,328,472	-	-	-	-	12,328,472	10,799,338	-	-	-	-	10,799,338
Consolidated services	4,023,490	-	-	-	-	4,023,490	3,589,405	-	-	-	-	3,589,405
Adult services	212,791	2,686,688	-	-	-	2,899,479	123,658	2,542,040	-	-	-	2,665,698
Emergency services	-	880,072	-	-	-	880,072	-	854,437	-	-	-	854,437
Other	1,799,045	1,893,683	9,094	28,327	(9,894)	3,717,175	1,133,395	1,481,950	8,184	40,084	(9,184)	2,653,429
Total program expenses	26,019,798	8,942,689	9,094	28,327	(9,894)	35,001,011	23,083,185	8,177,429	8,184	40,084	(9,184)	31,280,688
Supporting services												
General management	1,812,897	1,826,232	-	-	-	3,639,129	1,816,368	1,522,278	-	-	-	3,338,646
Total expenses	27,832,695	10,639,121	9,094	28,327	(9,894)	38,510,149	24,899,553	9,699,707	8,184	40,084	(9,184)	34,719,334
Change in net assets (deficit) without donor restrictions	289,484	487,088	84	13,730	(13,787)	786,488	354,731	(68,802)	(107)	18,185	(18,087)	285,930
Changes in net assets with donor restrictions												
Grants and contributions	191,748	-	-	191,748	(191,748)	191,748	-	-	-	-	-	-
Change in net assets (deficit)	391,162	487,088	84	118,478	(118,635)	868,207	354,731	(68,802)	(107)	18,185	(18,087)	285,930
Net assets (deficit), beginning of year	1,422,818	1,799,291	(2,813)	111,848	(109,849)	3,222,211	1,078,088	1,859,182	(1,912)	93,471	(91,533)	2,946,281
Net assets (deficit), end of year	\$ 1,813,971	\$ 2,296,447	\$ (1,943)	\$ 227,144	\$ (228,181)	\$ 4,120,418	\$ 1,432,819	\$ 1,799,291	\$ (2,019)	\$ 111,656	\$ (109,645)	\$ 3,232,211



Community Partners BOARD OF DIRECTORS 2020-2021

PRESIDENT

Kathleen Boisclair (Joined 9/25/12)

TREASURER

Anthony Demers (Joined 01/20/15)

VICE PRESIDENT

Wayne Goss (Joined 1/28/14)

SECRETARY

Ann Landry (Joined 08/23/2005)

Ken Muske (Joined 03/05/02)	Kerri Larkin (C) (Joined 11/23/10)	Bryant Hardwick (Joined 2/22/11)
Kristine Baber (Joined 4/26/13)	Judge Daniel Cappiello (Joined 03/22/14)	Tracy Hayes (Joined 12/15/15)
Sharon Reynolds (Joined 8/23/16)	Phillip Vancelette (Joined 5/31/17)	Gary Gletow (Joined 10/23/18)
Paula McWilliam (Joined 12/18/18)	Mark Santoski (Joined 9/24/19)	Margaret (Maggie) Wallace (Joined 9/24/19)

BRIAN J. COLLINS

Summary:

A seasoned Executive Director with broad experience in managing complex nonprofit organizations; manages with a hands-on, approachable style and a strong, mission-driven value system.

Experience:

1995 - Present

Executive Director

**Behavioral Health & Developmental Services of Strafford County, Inc.,
D/B/A Community Partners of Strafford County, Dover, NH**

CEO of a designated regional Area Agency for Developmental Disabilities and Community Mental Health Center serving over 3200 people with 350 staff and \$25 million budget; implemented needed programmatic changes stemming from long-term financial losses, including negative fund balances; vastly improved quality outcomes after assuming the position in 1995; report to a 15 member Board of Directors.

- Turned around agency's \$324K negative total net assets upon arrival to \$3.6 million positive total net assets today.
- Successfully implemented corrective administrative measures, resulting in removal of conditions imposed by the State of NH as a result of the impending bankruptcy coupled with unsatisfactory programming through FY95.
- Provided 150 new services to waitlist consumers during the first 4 years with no additional resources.
- Merged a bankrupt mental health center into organization in 2001, creating one of only two organizational models in New Hampshire.
- Expanded agency mission, including becoming a Partners in Health site serving children with chronic illness and their families, running State-wide loan program for families with chronically ill members and expanded business office operations through contractual means with other not for profit organizations.
- Statewide Leadership role as a founder of both the Community Support Network Inc., a trade organization for the Area Agency system, and the NH Community Behavioral Health Association, a trade organization for the mental health system.
- Regional leader in a variety of social service organizations and associations that advance human service causes including chronic illness, elder services, supporting families of children with chronic illness, mental health court, sexual assault victims, employment for people with disabilities and work with schools and pre-schools.

Area Agency responsibilities include Early Supports and Services for children birth-three, Family Support Services for all families of children with disabilities (including respite,

parent to parent, transition supports, benefits application assistance, support groups, clinical education), Adult Services including Service Coordination, employment and day habilitation, residential, community and in-home supports, contract administration of provider organizations, consumer directed programs.

Community Mental Health Centers serve individuals with severe and persistent mental illness including psychiatry, case management, community functional supports, therapy,

Brian Collins

Page 2

and medication management. For children and families this includes an at risk category, but the same types of intervention as for adults, providing 24 hour/7 day emergency services, working in local hospitals assessing at risk to the individual or the community.

1989 - 1995

**Executive Director
The Plus Company, Nashua, NH**

Chief Executive Officer of a non-profit human service agency serving over 150 people with disabilities in New Hampshire and Massachusetts. Agency provides residential, vocational, and medical supports in over 50 locations. Agency employs 125 staff with a total budget of \$4.5 million. Report to a 15 member Board of Directors.

- Eliminated debt service after Agency had lost \$500,000 over a prior five-year period. Agency's surplus exceeded \$600,000 over five year tenure.
- Increased operational budget over \$1 million. Contract with 25 funding streams, which include three states, numerous non-profit agencies, school systems, and private companies.
- Eliminated the need for a sheltered workshop by developing community jobs and individualized day options for over 75 consumers. Negotiated the sale of the sheltered workshop building and relocated the agency headquarters. The move retired all debt service.
- Downsized all group home populations by developing individualized and small group options. Grew the number of consumers living in small group settings from 45 to 70 people during a five-year period.
- Increased fund raising and public relation, including a high profile annual breakfast with over 400 people in attendance.

1985 - 1989

**Program Planning and Review Specialist
New Hampshire DMHDS, Concord, NH**

Responsible for managing \$13 million of State and Federal funds, covering one-quarter of the service system; areas of responsibilities include case management, housing, vocational programming, respite care, early childhood intervention and family support services. Reported to the Assistant Director of Developmental Services.

- Monitor contract compliance to ensure cost effective service delivery system. Oversee implementation of Supported Employment Initiative to establish program models, funding stream, staff re-education and training, and business and industry liaisons.
- Analyze budgets to determine maximum revenue sources and maintain controls over expenditures.
- Ensure that the Board of Directors policies and staff procedures enhance community presence of people with severe disabilities.
- Liaison for regional area agencies and State agencies to Division of Vocational Rehabilitation.
- Ensure compliance with \$2 million federal grant, to fund a five-year plan to create employment opportunities.
- Member of Governor's Task Force on Employment.

Brian Collins

Page 3

**1982 - 1985 Quality Assurance Administrator,
Training Coordinator, New Hampshire DMHDS**

Quality: Responsible for quality assurance function statewide for Community Service Delivery System. Led seven-person team in annual reviews of each regional area agency. Reported to the Director of Quality Assurance.

Training: Responsible for the coordination of statewide and regional training for Community Service Deliver System; designed Training Needs Inventory using regional priorities to establish training needs; procured funding to provide consultants for specific regional training and technical assistance; originated special projects, including training annual, audio visual training packages and leisure skills handbook.

Education:

**Masters in Public Administration, University of New Hampshire
BA, Communications, Boston College Evening School**

Advisory Boards:

**Advisory Board, University of New Hampshire Institute on Disability (UAP)
University of Hartford Rehabilitation Training Program
Virginia Commonwealth University Rehabilitation Research and Training Center.
New Hampshire Governor's Appointment to Inter-Agency Coordinating Council.
Overseeing services to children with disabilities from birth to age three.
HHS Commissioner Stephen's Advisory Council focused on increasing employment for people with disabilities**

Memberships:

**The Association for Persons with Severe Handicaps (TASH)
American Association on Mental Retardation (AAMR)
National Rehabilitation Association (NRA)
New Hampshire Rehabilitation Association (NHRA)
American Network of Community Options and Resources**

Suzanne Bagdasarian

Business Experience

2001 – Present Behavioral Health & Developmental Services of Strafford County, Inc., D/B/A Community Partners of Strafford County, Dover, New Hampshire

Chief Financial Officer 2019 – Present

Responsible for directing the overall financial and administrative management of this \$35 million agency, including Facilities, and IT.

Controller 2001 – 2018

- Responsible for the fiscal start of a new agency division including policy, procedures, compliance, training, accounting & billing systems, payroll, and reporting.
- Responsible for the conversion of financial software package including AR/AP/GL
- Accomplished "clean" annual external audits.
- Accountable for monthly financial statements in accordance to GAAP.
- Manage a team of 14 billing and accounting personnel with oversight for cash management, accounts payable, billing & collections, payroll and accounts receivable functions.
- Developed the agency budget including reporting functionality for monitoring performance.
- Project Manager for conversion of electronic health record.

1994-2001 Harvard Pilgrim Health Care, Wellesley, MA

Accounting Director - 2000-2001

- Responsible for all internal and external financial functions including general accounting, financial analysis, system operations, and reporting for Hospitals and Physicians.
- Reorganized and redesigned department staff functions, improved quality of provider financial reporting and reduced monthly financial close and reporting time by 30%.
- Responsible for the quality and integrity of medical expense data representing 85% of the company's expenses.

Budget Manager – 1999- 2000

- Developed and prepared \$1.7 billion medical care and \$65 million Network Management administrative budget in collaboration with department Directors and Vice Presidents.
- Prepared scenario analysis, year-end, and multi-year financial projections and established cost allocations for administrative budget.

Supervisor NNE- Financial & Utilization Analysis Department – 1997-1999

- Established and supervised a new department responsible for financial and utilization analysis for Hospitals and Physicians located in Maine and New Hampshire.
- Created financial models and scenario analysis supporting contract negotiations with Hospitals and Physicians.

Suzanne Bagdasarian

Page 2

Financial & Utilization Analyst- 1994 – 1997

- Monitored medical expenses and utilization patterns identifying cost saving opportunities.
- Produced, analyzed, and presented financial and utilization data to Senior Management and external Hospitals and Physicians.

1993 – 1994 Federal Deposit Insurance Corporation, Franklin MA

Staff Accountant

- Responsible for daily and monthly account receivable posting and reconciliation.
- Performed internal audits of field offices and external bank audits.

Education

M.B.A., Economics, 1999, Bentley College, Waltham MA

B.S., Accounting & Business Management, 1991, Rivier College, Nashua, NH

Christopher D. Kozak

SENIOR MANAGEMENT

Profile

High-performance executive providing leadership, innovation and direction to support infrastructure change and development to maximize profitability. Proven ability to develop and implement strategic approaches and methodologies to create a highly effective organization that operates at or below budgetary requirements. Excel in understanding the insurance industry and the challenges faced by insurers and providers. Skilled in identifying and capitalizing on technology to solve business problems. Demonstrate broad-based strengths and accomplishments in:

- Leadership & Accountability
- P & L Responsibility
- Strategic Planning
- Staff Development and Team Building
- MCO Contracting
- Rate Negotiation
- Process and Quality Improvement
- Corporate Presentations & Marketing

Professional Experience

Community Partners

Dover, NH October 2010 – Present

A State designated Community Mental Health Program providing services to individuals

Chief Operating Officer (4/12 – present)

Director of Quality Improvement (10/10 – 4/12)

Senior member of the management team with responsibility for oversight of the Behavioral Health Services Division.

Accomplishments

- Successfully navigated the organization through the State's re-designation process. Preliminary feedback indicated that the State will award the organization with another full 5-year designation as a community mental health program.
- Developed and implemented several new reports, forms and other management tools that created efficiencies in daily paper work as well as providing managers with a dashboard-like view of data about their specific staff/program simply by opening a Microsoft Excel file.
- Engaged in a major change management process that has challenged veteran staff to rethink and analyze nearly every facet of their program operation.

Dynamic Solutions NE, LLC

Portsmouth, NH September 2008 – Present

Independent consulting company specializing in revenue enhancement strategies, operational automation and small application development for behavioral health practices and small health plans.

Consultant

Founded Dynamic Solutions NE, LLC after spending nearly two decades in leadership positions in the insurance, case management and technology fields.

Accomplishments

- Developed proposal for a custom web-based outcome measurement application to be used by 14 psychiatric treatment centers spanning six states.
- Provided expert witness consultation in a case related to software pirating.
- Provide ad hoc consultation to information technology firms relative to healthcare informatics.

Casenet Inc.

Bedford, MA August 2006 – July 2008

A startup software company offering a platform care management solution for commercial insurance carriers as well as Medicaid / Medicare care management programs.

Vice President of Product Management

Key member of the management team with responsibility for developing client specific solutions as well as creating the vision driving overall product direction.

Accomplishments

- Visionary behind the base business solution platform for the care management marketplace.
- Developed messaging that was instrumental in landing first commercial payer accounts (>\$9 million).
- Member of the Senior Management Team that successfully secured \$7.5 million of B-round

financing.

Landmark Solutions, LLC (A.K.A. BHN)

Concord, NH September 1998 – September 2006

A regional managed behavioral healthcare company, national employee assistance program, and IT consulting group.

Vice President of Managed Care Services (7/03 – 8/06)

Director of Behavioral Health Services (8/98 – 7/03)

Complete responsibility for the managed care product including \$3.5 million operating budget, \$18 million clinical capitation, strategic planning, vision, provider contracting, and oversight of five departments. Worked closely with IT to develop and implement innovative and efficient processes and systems to support process improvement, operational compliance, reporting and analysis, and workflow integration.

Accomplishments

- Re-contracted provider network to simplify contracts and maximize flexibility in bringing on new business lines.
- Initiated and implemented on-line patient registration process and automated attendant resulting in net operational savings of 3.5%.
- Implemented a new Outpatient Treatment Report to reign in escalating outpatient claims costs resulting in clinical savings of 4.5%.
- Met aggressive budget requirements by implementing tighter monitors on inpatient utilization resulting in a net savings of 10.6%.
- Brought credentialing process in-house resulting in a 66% reduction in operating costs.
- Initiated and successfully implemented a complete overhaul of the utilization management program resulting in improved NCQA delegation scoring from the low 60's to 100 percent.
- Collaborated with the director of information and technology to develop and implement a provider Web portal allowing providers to submit updated clinical information directly to BHN/Landmark Solutions'.

CNR Health, Inc.

Milwaukee, WI August 1991 – September 1998

A national company offering medical, behavioral health, disability, and worker's compensation management services, employee assistance programs, and software development.

Director of Case Management

Directly responsible for the care management business unit including medical and behavioral health utilization management, case management, disability management and workers' compensation management.

Accomplishments

- Numerous positions of increasing responsibility during seven-year tenure: Behavioral Health Case Manager, Clinical Operations Manager, Director of Behavioral Health, Director of Case Management.
- Directly responsible for a \$2.5 million dollar operating budget.

Education

North Dakota State University, Fargo, ND

Bachelor of Science in Psychology, 5/87

Minor: Statistics

Marquette University, Milwaukee, WI

Master of Science in Clinical Psychology, 8/89

Thesis: Self-control deficits in depression: The contingent relationship between expectancies, evaluations and reinforcements.

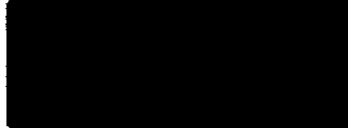
References

Available upon request

CURRICULUM VITAE

NAME Robert John Allister, M.D.

ADDRESS



CERTIFICATION Diplomate National Board,
of Medical Examiners 1974
American Board of Psychiatry
and Neurology 1980

LICENSURE Pennsylvania, Wisconsin, California,
Maine, New Hampshire,

EDUCATION University of Wisconsin Hospitals
Madison, WI
Psychiatric Resident 1972-1975
Chief Resident 1974-1975

University of Wisconsin Medical School
Madison, WI
M.D. 1973

Carthage College
Kenosha, WI
B.A. Cum Laude 1969

PROFESSIONAL EXPERIENCE Community Partners 12/03 to Present
(Medical Director)

Behavioral Health Services 10/01 to 12/03
(Medical Director)

Strafford Guidance Center, Inc. 1996 to 10/01
(Medical Director)

Penn Group Medical Associates 1993-1996
HealthAmerica
Pittsburgh, PA.

Robert J. Allister, Page 2.

Chief of Psychiatry

*Administrative duties included supervision of eight psychiatrists, quality assurance, utilization review, and all aspects of budget and program planning.

*Primary provider for inpatient treatment plan.

*Outpatient practice in an interdisciplinary team model.

*Psychiatric Medical Director for managed care network products.

*Member of Penn Group Medical Associates Executive Committee.

Alameda County Health Care Services
Highland General Hospital
John George Psychiatric Pavilion
Oakland, CA

1988-1993

Chief Psychiatrist

*Supervised 30 to 35 full-time and part-time psychiatrists in emergency room, inpatient, crisis and consultation/liaison services.

*Direct patient care in psychiatric emergency room and inpatient units.

*Participated in Quality Assurance and Utilization Review Committees.

*Member of hospital Executive Committee.

Alameda County Health Care Services
Highland General Hospital
Oakland, CA

1981-1988

Chief, Inpatient Psychiatry and
and consultation/Liaison Services

*Supervised 7 psychiatrists and 2 psychologists. Provided direct patient care on inpatient and consultation/liaison services.

*Participated in quality improvement and utilization review.

Robert J. Allister, M.D., Page 3

Alameda County Health Care Services 1978-1981
Highland General Hospital
Oakland, CA

Chief, Criminal Justice Inpatient Service
*Chief of forensic inpatient unit.

Alameda County Health Care 1975-1978
Criminal Justice Mental Health
Oakland, CA

Head Clinician and Staff Psychiatrist

San Francisco General Hospital 1976
Psychiatric Emergency Services
San Francisco, CA

Psychiatrist, part-time

Psychiatric Clinic 1974-1975
Janesville, WI

Psychiatrist, private practice.

JANET SCOTT SALSURY, MSW, LICSW

OBJECTIVE: To obtain lasting human services experience by working with diverse populations in a progressive social environment. My focus includes striving to eliminate structural, cultural, and interpersonal oppression and societal barriers that exist in people's lives.

EDUCATION

1995 Master of Social Work, University of New England
1989 Bachelors of Arts: Psychology Major, University of New Hampshire

EMPLOYMENT

2018 – Present *Chief Clinical Officer: Community Partners*

2013 – 2018 *QI Director: Community Partners*

Responsibilities include quality oversight of all CMHC programming

2010 – 2013 *Acute Care Services Director: Community Partners*

Responsibilities include clinical, financial and quality oversight of the AOP Department, Acute Care Department and the Admissions Department at a Community Mental Health Center

2008 – 2014 *Director Of Clinical Services: Community Partners*

Responsibilities include clinical, financial and quality oversight of the AOP Department and the Children's Department at a Community Mental Health Center

2007 – 2008 *Director of Clinical Services: Community Partners*

Responsibilities include clinical, financial and quality oversight of the CSP Department and the Children's Department at a Community Mental Health Center

2002- 2006 *Director of Youth & Family Services: Community Partners*

Responsibilities include oversight and management of the Children's Department at a Community Mental Health Center

2001-2002 *Assistant Director of Youth & Family Services: Behavioral Health & Developmental Services of Strafford County*

2000-2001 *Assistant Director of Youth & Family Services: Strafford Guidance Center, Inc.*

1998-2000 *Manager of Children's Crisis Services: Strafford Guidance Center, Inc.*

Responsibilities include management of Adolescent Partial Hospitalization Program, the Crisis and Respite Beds and the Family and Community Support Programs.

- Provide clinical and administrative supervision to direct care staff
- Program development within the Youth and Family Department
- Triage referrals for Children's crisis services and home based services

1995-1998 *Intensive Family Stabilization Therapist: Strafford Guidance Center, Inc.*

Provided intensive home based therapy services to families with a child in crisis.

- Home based therapy with a variety of families
- Crisis Intervention and stabilization
- Case Management
- Member – Internal Planning Committee

1994-1995 Therapist – Social Work Internship: Child and Family Services

This program provides counseling services to children and families in Rockingham County, NH.

- Provided counseling to various populations, including families, couples, children and individuals
- Developed and facilitated parent education groups in the community
- Community outreach work
- Conducted telephone intake screenings
- Grant writing

1993-1994 School Social Worker – Social Work Internship: Winnacunnet High School, Special Services Department, Hampton NH

This program serves the educational and emotional needs of students who are identified as having special learning, emotional or developmental needs.

- Provided individual counseling to adolescents
- Facilitated a year long girls' support group
- Co-facilitated a weekly parent support group
- Provided home based family therapy
- Case Management

1993 (Summer) Crisis Intervention Counselor: Commonworks School/ Harbor Schools and Family Services, Merrimac MA

This program serves the educational, social and emotional needs of adolescents with emotional and/or behavioral difficulties.

- Developed and implemented individual students' educational goals
- Intervened, assessed and resolved crisis situations in the school

1990-1993

Child Care Counselor: The Spurwink School, Portland ME

This residential program served youth ages 10 to 18 with emotional and behavioral difficulties. The children have histories of severe family trauma, including physical, emotional and sexual abuse

- Developed and implemented residents' case plans
- Case Management
- Program development
- House management and supervision
- Trained new employees

PROFESSIONAL ASSOCIATIONS

Member, National Association of Social Workers

Licensed in New Hampshire as a Master of Social Work

Steering Committee Member, Seacoast Response Team through the Center for Trauma Intervention. This Team provides CISM following traumatic events involving youth in Strafford, Rockingham and York counties from 2000 to 2005

PROFESSIONAL TRAINING/SPECIALITIES

Therapy with children, families and couples

CISM Trained & CISM Trainer

EMDR Trained – Level I

TFT trained – Levels 1 & 2

KEY ADMINISTRATIVE PERSONNEL**NH Department of Health and Human Services****Vendor Name:** Behavioral Health & Developmental Services of Strafford County**Name of Program/Service:** Mental Health Services

BUDGET PERIOD	SFY 222/23		
Name & Title Key/Administrative Personnel	Annual Salary of Key Administrative Personnel	Percentage of Salary Paid by Contract	Total Salary (Amount Paid by Contract)
Brian Collins- Executive Director	\$246,552	0.00%	\$0.00
Suzanne Bagdasarian- CFO	\$130,000	0.00%	\$0.00
Chris Kozak- Chief Operating Officer, BH	\$103,000	80.00%	\$82,400.00
Robert J. Allister, Medical Director	\$265,392	90.00%	\$238,852.46
Janet Salisbury- Chief Clinical Officer	\$88,736	80.00%	\$70,988.74
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
	\$0	0.00%	\$0.00
TOTAL SALARIES (Not to exceed Total Salary Wages, Line Item 1 of Budget request)			\$392,241.19

Key Administrative Personnel are top-level agency leadership (Executive Director, CEO, CFO, etc.). These personnel **MUST** be listed, even if no salary is paid from the contract. Provide their name, title, annual salary and percentage of annual salary paid from the agreement.



Lori A. Shibanette
Commissioner

Katja S. Fox
Director

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into **Sole Source** amendments to existing contracts with the vendors listed below to provide community mental health services, including statewide mobile crisis services, by increasing the total price limitation by \$24,517,006 from \$27,852,901 to \$52,369,907 and by extending the completion dates from June 30, 2021 to June 30, 2022, effective June 30, 2021, upon Governor and Council approval. 90% General Funds. 10% Federal Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Northern Human Services	177222-B001	Conway	\$2,354,431	\$2,122,949	\$4,477,380	O: 6/21/17, Late Item A A1: 6/19/19, #29 A2: 2/19/20, #12
West Central Services, Inc. DBA West Central Behavioral Health	177654-B001	Lebanon	\$1,401,218	\$1,599,988	\$3,001,206	O: 6/21/17, Late Item A A1: 6/19/19, #29
Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$1,447,650	\$1,840,164	\$3,287,814	O: 6/21/17, Late Item A A1: 6/19/19, #29
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$1,810,770	\$2,717,609	\$4,528,379	O: 6/21/17, Late Item A A1: 6/19/19, #29
Monadnock Family Services	177510-B005	Keene	\$1,702,040	\$1,566,943	\$3,268,983	O: 6/21/17, Late Item A A1: 6/19/19, #29

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112- B001	Nashua	\$5,262,612	\$4,434,642	\$9,697,254	O: 6/21/17, Late Item A A1: 9/13/2019, #15. A2: 12/19/18 #19. A3: 6/19/19, #29
The Mental Health Center of Greater Manchester, Inc.	177184- B001	Manchester	\$6,897,278	\$3,869,734	\$10,767,012	O: 6/21/17, Late Item A A1: 6/19/19, #29
Seacoast Mental Health Center, Inc.	174089- R001	Portsmouth	\$3,668,718	\$2,113,760	\$5,782,478	O: 6/21/17, Late Item A A1: 6/19/19, #29
Behavioral Health & Developmental Svs of Strafford County, Inc. DBA Community Partners of Strafford County	177278- B002	Dover	\$1,389,362	\$2,293,625	\$3,682,987	O: 6/21/17, Late Item A A1: 6/19/19, #29
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116- R001	Derry	\$1,918,822	\$1,957,592	\$3,876,414	O: 6/21/17, Late Item A A1: 9/20/18, #21 A2: 6/19/19, #29
		Total:	\$27,852,901	\$24,617,006	\$52,369,907	

Funds are available in the following accounts for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contracts beyond the current completion dates and there are no renewal options available. The Department contracts for these services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in the NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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The purpose of this request is to continue providing and expand upon community mental health services for individuals in New Hampshire. Community mental health centers provide community-based mental health services to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilizations, and improve community tenure.

The populations served include children with Serious Emotional Disturbances and adults with Severe Mental Illness/Severe and Persistent Mental Illness, including individuals with Severe/Severe and Persistent Mental Illness with Low Service Utilization (LU) per He-M 401 Eligibility Determination and Individual Service Planning. Approximately 43,000 adults, children and families will be served from June 30, 2021 to June 30, 2022.

The Contractors will continue to provide Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, Illness Management and Recovery, Evidenced Based Supported Employment, Assertive Community Treatment, Projects for Assistance in Transition from Homelessness, wraparound services for children, Community Residential Services, and Acute Care Services to individuals experiencing psychiatric emergencies while awaiting admission to a Designated Receiving Facility. All contracts include provisions for Mental Health Services required per NH RSA 135-C and with State Regulations applicable to the mental health system as outlined in He-M 400, as well as in compliance with the Community Mental Health Agreement (CMHA).

These services are provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid and uninsured children, adults, and families. The Contractors will seek reimbursement for Medicaid services through agreements with the contracted Managed Care Organizations, through Medicaid fee-for-service and third part insurance payers. The contracts do not include funding for Medicaid reimbursement.

These amendments also included the following modifications to the scopes of services:

- Inclusion of statewide integrated mobile crisis response teams in crisis services. Currently only three regions (Regions 4, 6 & 7) operate mobile crisis response teams for adults with mental illness. All ten (10) community mental health centers will enhance their crisis services to ensure delivery of integrated mobile crisis response services to individuals experiencing a mental health and/or substance use crisis;
- Addition of six (6) supported housing beds in each region to expand the availability of supported housing options statewide;
- Expansion of First Episode Psychosis/Early Serious Mental Illness (FEP-ESMI) services. Currently only Region 6 holds provisions for FEP-ESMI programming. These programs provide evidence-based Coordinated Specialty Care for the treatment of FEP-ESMI utilizing early intervention for individuals age thirteen (13) to thirty-five (35) experiencing a first episode of mental illness. The expansion includes three (3) additional teams in Regions 5, 8, & 10;
- Expansion of deaf and hard of hearing services provided by Region 6, including increased opportunities for collaboration with other services providers statewide and the provision of consultative services in the treatment planning process for individuals who are deaf and/or hard of hearing;
- Addition of Statewide Work Incentives Counseling to include one (1) full-time equivalent Work Incentives Counselor in each of the ten (10) regions to support individuals in meeting employment related goals by providing comprehensive benefits counseling, supporting engagement in Supported Employment and improving collaboration with the Division of Vocational Rehabilitation;

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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- Inclusion of System of Care Activities with the Department of Education to develop a system of support for behavioral health within school districts in targeted regions;
- Inclusion of Pro-Health Services in Regions 6, 7 & 9. These services provide integrated medical and mental health services to individuals aged sixteen (16) through thirty-five (35) through FQHC primary care services co-located in the mental health center; and
- Inclusion of a specialty residential program in Region 9, which provides three (3) beds for individuals age eighteen (18) years and older who are dually diagnosed with a severe mental illness and developmental disability and/or acquired brain disorder.

The Department will monitor contracted services by:

- Ensuring quality assurance by conducting performance reviews and utilization reviews as determined to be necessary and appropriate based on applicable licensing, certifications and service provisions.
- Conducting quarterly meetings to review submitted quarterly data and reports to identify ongoing programmatic improvements.
- Reviewing monthly Financial Statements provided by the Contractors for ongoing evaluation of the programs fiscal integrity.

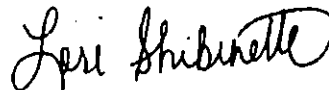
Should the Governor and Executive Council not authorize this request, approximately 43,000 adults, children and families in the state will not have access to critical community mental health services as required by NH RSA 135-C:13. As a result these individuals may experience an increase in symptoms causing them to seek more costly services at hospital emergency departments due to risk of harm to themselves or others and may have increased contact with law enforcement, correctional programs, or primary care physicians, none of which have the necessary services or supports available to provide necessary assistance. Lack of these services may also increase the likelihood of inpatient hospitalizations and death by suicide.

Area served: Statewide

Source of Funds: CFDA 93.778 FAIN #05-1505NHBIPP, CFDA 93.150 FAINX06SM083717-01, CFDA 93.958, FAINB09SM083816 and FAINB09SM083987, CFDA#93.243 FAINH79SM080245, CFDA#93.959 FAINTI083484

The Department will request General Funds in the event that Federal Funds are no longer available and services are still needed.

Respectfully submitted,



Lori A. Shibinette
Commissioner

Attachment A
Financial Details

05-95-92-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$469,249	\$0	\$469,249
2020	102-500731	Contracts for program services	92204117	\$645,304	\$0	\$645,304
2021	102-500731	Contracts for program services	92204117	\$661,266	\$87,180	\$748,446
2022	102-500731	Contracts for program services	92204117	\$0	\$1,415,368	\$1,415,368
		Subtotal		\$2,155,068	\$1,502,548	\$3,657,616

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$412,191	\$0	\$412,191
2020	102-500731	Contracts for program services	92204117	\$312,878	\$0	\$312,878
2021	102-500731	Contracts for program services	92204117	\$312,878	\$64,324	\$377,202
2022	102-500731	Contracts for program services	92204117	\$0	\$1,121,563	\$1,121,563
		Subtotal		\$1,360,138	\$1,185,887	\$2,546,025

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$418,115	\$0	\$418,115
2020	102-500731	Contracts for program services	92204117	\$324,170	\$0	\$324,170
2021	102-500731	Contracts for program services	92204117	\$324,170	\$293,500	\$617,670
2022	102-500731	Contracts for program services	92204117	\$0	\$1,126,563	\$1,126,563
		Subtotal		\$1,394,570	\$1,420,063	\$2,814,633

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$471,653	\$0	\$471,653
2020	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2021	102-500731	Contracts for program services	92204117	\$237,708	\$0	\$237,708
2022	102-500731	Contracts for program services	92204117	\$0	\$1,816,551	\$1,816,551
		Subtotal		\$1,328,722	\$1,816,551	\$2,945,273

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$447,590	\$0	\$447,590
2020	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2021	102-500731	Contracts for program services	92204117	\$357,590	\$69,885	\$427,475
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,520,360	\$1,069,510	\$2,589,870

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,273,799	\$0	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$1,039,854	\$0	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$1,039,854	\$286,848	\$1,326,702
2022	102-500731	Contracts for program services	92204117	\$0	\$2,364,495	\$2,364,495
		Subtotal		\$4,537,306	\$2,651,343	\$7,188,649

Attachment A
Financial Details

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,736,829	\$0	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$1,642,884	\$0	\$1,642,884
2022	102-500731	Contracts for program services	92204117	\$0	\$2,588,551	\$2,588,551
		Subtotal		\$6,669,426	\$2,588,551	\$9,257,977

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$746,765	\$0	\$746,765
2019	102-500731	Contracts for program services	92204117	\$836,765	\$0	\$836,765
2020	102-500731	Contracts for program services	92204117	\$742,820	\$0	\$742,820
2021	102-500731	Contracts for program services	92204117	\$742,820	\$103,040	\$845,860
2022	102-500731	Contracts for program services	92204117	\$0	\$1,139,625	\$1,139,625
		Subtotal		\$3,069,170	\$1,242,665	\$4,311,835

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$403,543	\$0	\$403,543
2020	102-500731	Contracts for program services	92204117	\$309,598	\$0	\$309,598
2021	102-500731	Contracts for program services	92204117	\$309,598	\$108,000	\$417,598
2022	102-500731	Contracts for program services	92204117	\$0	\$1,297,096	\$1,297,096
		Subtotal		\$1,336,282	\$1,405,096	\$2,741,378

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$440,791	\$0	\$440,791
2020	102-500731	Contracts for program services	92204117	\$346,846	\$0	\$346,846
2021	102-500731	Contracts for program services	92204117	\$346,846	\$322,000	\$668,846
2022	102-500731	Contracts for program services	92204117	\$0	\$999,625	\$999,625
		Subtotal		\$1,485,274	\$1,321,625	\$2,806,899
Total CMH Program Support				\$24,856,316	\$16,003,839	\$40,860,155

05-95-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2021	102-500731	Contracts for program services	92224120	\$61,162	\$0	\$61,162
2022	074-500585	Grants for Pub Asst and Relief	92224120	\$0	\$60,000	\$60,000
		Subtotal		\$227,824	\$60,000	\$287,824

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$111,000	\$111,000
		Subtotal		\$0	\$111,000	\$111,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92224120	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92224120 / 92244120	\$0	\$118,600	\$118,600
		Subtotal		\$0	\$118,600	\$118,600
Total Mental Health Block Grant				\$227,824	\$400,600	\$628,424

05-95-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
		Subtotal		\$20,000	\$10,000	\$30,000

Attachment A
Financial Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92204121	\$0	\$10,000	\$10,000
Subtotal				\$20,000	\$10,000	\$30,000
Total Mental Health Data Collection				\$200,000	\$100,000	\$300,000

05-95-92-921010-2053 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
Subtotal				\$26,000	\$605,091	\$631,091

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$402,331	\$402,331
Subtotal				\$14,000	\$402,331	\$416,331

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
Subtotal				\$26,000	\$408,331	\$434,331

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
Subtotal				\$306,000	\$1,051,054	\$1,357,054

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2021	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2022	102-500731	Contracts for program services	92102053	\$0	\$341,363	\$341,363
Subtotal				\$14,000	\$341,363	\$355,363

**Attachment A
Financial Details**

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2021	102-500731	Contracts for program services	92102053	\$151,000	\$0	\$151,000
2022	102-500731	Contracts for program services	92102053	\$0	\$1,051,054	\$1,051,054
		Subtotal		\$302,000	\$1,051,054	\$1,353,054

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$653,326	\$653,326
		Subtotal		\$26,000	\$653,326	\$679,326

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$605,091	\$605,091
		Subtotal		\$26,000	\$605,091	\$631,091

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2021	102-500731	Contracts for program services	92102053	\$11,000	\$0	\$11,000
2022	102-500731	Contracts for program services	92102053	\$0	\$408,331	\$408,331
		Subtotal		\$26,000	\$408,331	\$434,331

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2021	102-500731	Contracts for program services	92102053	\$131,000	\$0	\$131,000
2022	102-500731	Contracts for program services	92102053	\$0	\$467,363	\$467,363
		Subtotal		\$271,000	\$467,363	\$738,363
Total System of Care				\$1,037,000	\$5,993,335	\$7,030,335

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$5,310	\$5,310
		Subtotal		\$21,240	\$5,310	\$26,550

Attachment A
Financial Details

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$3,540	\$3,540
		Subtotal		\$14,160	\$3,540	\$17,700

Attachment A
Financial Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2022	644-504195	SGFSER SGF SERVICES	42105876	\$0	\$1,770	\$1,770
		Subtotal		\$7,080	\$1,770	\$8,850
Total Child - Family Services				\$92,040	\$23,010	\$115,050

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2019	102-500731	Contracts for program services	42307150	\$36,250	\$0	\$36,250
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$148,968	\$38,234	\$187,202

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2021	102-500731	Contracts for program services	42307150	\$33,300	\$0	\$33,300
2022	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$140,600	\$33,300	\$173,900

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2021	102-500731	Contracts for program services	42307150	\$43,901	\$0	\$43,901
2022	102-500731	Contracts for program services	42307150	\$0	\$43,901	\$43,901
		Subtotal		\$168,402	\$43,901	\$212,303

**Attachment A
Financial Details**

The Mental Health Center of Greater Manchester (Vendor Code 177184-R001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2021	102-500731	Contracts for program services	42307150	\$43,725	\$0	\$43,725
2022	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$167,692	\$43,725	\$211,417

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$126,468	\$38,234	\$164,702

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2021	102-500731	Contracts for program services	42307150	\$38,234	\$0	\$38,234
2022	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$135,468	\$38,234	\$173,702
Total PATH GRANT				\$687,598	\$235,628	\$1,123,226

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92056502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2021	102-500731	Contracts for program services	92057502	\$70,000	\$0	\$70,000
2022	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
		Subtotal		\$280,000	\$70,000	\$350,000
Total BDAS				\$280,000	\$70,000	\$350,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2021	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2022	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
		Subtotal		\$140,000	\$35,000	\$175,000
Total BEAS				\$140,000	\$35,000	\$175,000

05-96-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: COMM-BASED CARE SVCS DIV, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

Attachment A
Financial Details

Northern Human Services (Vendor Code 177222-B004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2019	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2020	102-500731	Contracts for program services	49053316	\$132,123	\$0	\$132,123
2021	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
2022	102-500731	Contracts for program services	49053316	\$0	\$0	\$0
			Subtotal	\$132,123	\$0	\$132,123
Total Balance Incentive Program				\$132,123	\$0	\$132,123

05-95-92-922010-2340 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$616,574	\$616,574
			Subtotal	\$0	\$616,574	\$616,574

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$570,592	\$570,592
			Subtotal	\$0	\$570,592	\$570,592

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2021	102-500731	Contracts for program services	92202340	\$0	\$0	\$0
2022	074-500585	Grants for Pub Asst and Relief	92202340	\$0	\$468,428	\$468,428
			Subtotal	\$0	\$468,428	\$468,428
Total PROHEALTH NH GRANT				\$0	\$1,655,594	\$1,655,594

Amendment Total Price for All Vendors

\$27,852,901

\$24,517,008

\$52,369,907

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Mental Health Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Behavioral Health & Development Services of Strafford County, Inc. d/b/a Community Partners of Strafford County ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 21, 2017 (Late Item A), as amended on June 19, 2019, (Item #29), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$3,682,987.
3. Modify Exhibit A, Amendment #1, Scope of Services by replacing in its entirety with Exhibit A Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Modify Exhibit B, Amendment #1, Methods and Conditions Precedent to Payment by replacing in its entirety with Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment, which is attached hereto and incorporated by reference herein.
5. Add Exhibit K, Amendment #2, DHHS Information Security Requirements, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/14/2021

Date

DocuSigned by:

Katja Fox

ED9D05604C83442

Name: Katja Fox

Title: Director

Behavioral Health & Development Services
of Strafford County, Inc. d/b/a Community Partners
of Strafford County

6/11/2021

Date

DocuSigned by:

Kathleen Boisclair

124115D50A811EC

Name: Kathleen Boisclair

Title: Board President

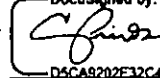
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/14/2021

Date

DocuSigned by:



D5CA9202E32CAAF

Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:



**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit A Amendment #2

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor shall operate a Community Mental Health Center (CMHC) that provides services intended to promote recovery from mental illness for eligible residents in the State of New Hampshire (individuals) for Region 9. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Subrecipient in accordance with 2 CFR 200.0. et seq.
- 1.4. Prior to termination of this contract the parties will agree on a plan for transition and destruction of confidential data in accordance with Exhibit K.
- 1.5. The Contractor shall provide community based services and supports in the manner that best allows each individual to stay within their home and community, are recovery based, and are designed to best meet the needs of each individual, which includes but is not limited to providing current treatment and recovery options that are based on scientific research and evidence based practices (EBP).
- 1.6. The Contractor acknowledges the requirements of the Community Mental Health Agreement (CMHA) and shall demonstrate progress toward meeting the following terms in the CMHA: 1.) Assertive Community Treatment Teams; 2.) Evidence-Based Supported Employment; and 3.) Transition planning for individuals at New Hampshire Hospital and Glenclyff Home and 4.) Supported Housing. Further, the Contractor shall participate in annual Quality Service Reviews (QSR) conducted under the terms of the CMHA.
- 1.7. The Contractor shall enter into a capitation model of contracting with all NH Managed Care Organizations to support the delivery and coordination of behavioral health services and supports for children, youth, transition-aged youth, young adults, and adults in order to ensure economic sustainability for the Contractor, allow for flexibility in the delivery of care and provide appropriate incentives to improve the quality of care.
- 1.8. The Contractor shall support the integration of physical and behavioral health as a standard of practice; implementing the Substance Abuse and Mental

Behavioral Health & Developmental
Services of Strafford County, Inc.
d/b/a Community Partners of Strafford County

Exhibit A - Amendment #2 Contractor

Initials

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

Health Services Administration's (SAMHSA) Six Levels of Collaboration/Integration to the maximum extent feasible.

- 1.9. The Contractor shall ensure that clinical standards and operating procedures are consistent with trauma-informed models of care, as defined by SAMHSA. The clinical standards and operating procedures must reflect a focus on wellness, recovery, and resiliency.
- 1.10. The Contractor shall engage in ongoing implementation, service improvements, and expansion efforts associated with New Hampshire's 10 Year Mental Health Plan.
- 1.11. For the purposes of this agreement, all references to days shall mean calendar days unless otherwise specified.
- 1.12. The Contractor shall provide individuals, caregivers and youth the opportunity for feedback and leadership within the agency to help improve services in a person-centered manner when applicable and appropriate.
- 1.13. The Contractor shall ensure rapid access to services is available to each individual by offering an appointment slot on the same or next calendar day of the initial contact.

2. System of Care for Children's Mental Health

- 2.1. The Contractor shall collaborate with the Department on the implementation of NH RSA 135-F, System of Care for Children's Mental Health.
- 2.2. The Contractor shall provide services for children, youth, and young adults with serious emotional disturbance (SED) in a manner that aligns with NH RSA 135-F. The Contractor shall ensure services are:
 - 2.2.1. Family Driven - services and supports are provided in a manner that best meets the needs of the family and the family goals;
 - 2.2.2. Youth Driven - services and supports are provided in a manner that best meets the needs of the child, youth or young adult and that supports their goals;
 - 2.2.3. Community Based - services and supports are provided in a manner that best allow children, youth, and young adults to stay within their home and community; and
 - 2.2.4. Cultural and Linguistic Competent - Services are provided in a manner that honors a child, youth, or young adult and their family-identified culture, beliefs, ethnicity, preferred language, gender and gender identity and sexual orientation.
- 2.3. The Contractor shall collaborate with the FAST Forward program, ensuring services are available for all children and youth enrolled in the program.

Behavioral Health & Developmental
Services of Strafford County, Inc.
d/b/a Community Partners of Strafford County

Exhibit A - Amendment #2 Contractor

Initials

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 2.4. The Contractor shall make referrals to the FAST Forward program for any child, youth, or young adult that may be eligible.
- 3. Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems (MATCH-ADTC)**
- 3.1. The Contractor shall maintain appropriate levels of certification through a contract with the Judge Baker Center for Children for new and existing staff to ensure access to the evidence-based practice of MATCH-ADTC for children and youth who meet the criteria.
- 3.2. The Contractor shall ensure new and incoming staff work towards meeting a goal of 70% of their children and youth client's needs with the evidence-based practice of Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct problems (MATCH-ADTC).
- 3.3. The Contractor shall utilize the Judge Baker's Center for Children (JBCC) TRAC system to support each case with MATCH-ADTC as the identified treatment modality.
- 3.4. The Contractor shall invoice BCBH through green sheets for:
- 3.4.1. The costs for both the certification of incoming therapists and the recertification of existing clinical staff, not to exceed the budgeted amount.
- 3.4.2. The full cost of the annual fees paid to the JBCC for the use of their TRAC system to support MATCH-ADTC.
- 4. Renew Sustainability (Rehabilitation for Empowerment, Education, and Work)**
- 4.1. The Contractor shall provide the Rehabilitation for Empowerment, Education and Work (RENEW) intervention with fidelity to transition-aged youth who qualify for state-supported community mental health services, in accordance with the University of New Hampshire (UNH) -Institute On Disability (IOD) model.
- 4.2. The Contractor shall obtain support and coaching from the IOD at UNH to improve the competencies of implementation team members and agency coaches.
- 5. Division for Children, Youth and Families (DCYF)**
- 5.1. The Contractor shall provide mental health consultation to staff at Division for Children, Youth and Families (DCYF) District Offices related to mental health assessments and/or ongoing treatment for children served by DCYF.
- 5.2. The Contractor shall provide Foster Care Mental Health Assessments for children and youth younger than eighteen (18) years of age who are entering foster care for the first time.

Behavioral Health & Developmental
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d/b/a Community Partners of Strafford County

Exhibit A – Amendment #2 Contractor

Initials

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**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit A Amendment #2

6. Crisis Services

- 6.1. If the Contractor has, or enters into, an agreement with a hospital to provide crisis services to individuals who are eligible, or presumed eligible in the emergency department, for Medicaid services, the Contractor may bill Medicaid according to fee schedules or MCO contracts for services rendered.
- 6.2. The Contractor shall document crisis services delivered in the emergency department setting as part of its Phoenix Submissions, in a format, and with content, completeness, and timelines specified by the Department, ensuring documented information includes screenings performed, diagnosis codes, and referrals made.
- 6.3. The Contractor shall provide documentation of each collaborative relationship with acute care hospitals in its region, at the request of the Department.
- 6.4. The Contractor shall provide emergency services as defined in NH Administrative Rule He-M 403.06 (a)(6) and NH Administrative Rule He-M 426.09.
- 6.5. As part of the crisis resolution, the Contractor shall screen each individual for Assertive Community Treatment (ACT). If clinically appropriate, the Contractor shall:
 - 6.5.1. Refer the individual for an expedited ACT assessment and/or intake and treatment upon discharge; or
 - 6.5.2. Inform the appropriate regional CMHC in order to expedite the ACT assessment and/or intake and treatment upon discharge from emergency department or inpatient psychiatric or medical care setting, if the individual resides in a region other than the region in which the individual is receiving crisis services.
- 6.6. The Contractor shall not refer an individual for hospitalization at New Hampshire Hospital (NHH) unless the Contractor has determined that NHH is the least restrictive setting in which the individual's immediate psychiatric treatment needs can be met. The Contractor shall:
 - 6.6.1. Make all reasonable efforts to ensure no other clinically appropriate bed is available at any other NH inpatient psychiatric unit, Designated Receiving Facility (DRF), Adult Psychiatric Residential Treatment Program (APRTP), Mobile Crisis apartments, or other step-up/step-down beds prior to referring an individual to NHH,
 - 6.6.2. Work collaboratively with the Department and contracted Managed Care Organizations for the implementation of the Zero Suicide within emergency departments.

Behavioral Health & Developmental
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Exhibit A – Amendment #2 Contractor

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 6.7. The Contractor shall provide services to individuals experiencing a psychiatric and/or substance use related crisis through a rapid response team that includes, but is not limited to:
- 6.7.1. One (1) Master's level clinician.
 - 6.7.2. One (1) peer support specialist as defined by HeM 426.13(d)(4).
 - 6.7.2.1. Bachelor's level staff, or Certified Recovery Support Worker (CRSW) may be substituted into the peer role up to 50% of FTE peer allocation.
 - 6.7.3. Access to telehealth, including tele-psychiatry, for additional capacity, as needed.
- 6.8. The Contractor shall ensure all staff have the necessary qualifications as defined under New Hampshire Administrative Rule He-M 400, Community Mental Health, Parts 403 and 426.
- 6.9. The Contractor shall develop an implementation and/or transition plan with a timeline for implementation of the new model for Department approval no later than 30 days from the contract effective date. The Contractor shall ensure the implementation and/or transition plan includes, but is not limited to:
- 6.9.1. The plan to educate current community partners and individuals on the use of the Access Point Number.
 - 6.9.2. Staffing adjustments needed in order to meet the full crisis response scope and titrated up to meet the 24/7 nature of this crisis response.
 - 6.9.3. The plan to meet each performance measure over time.
 - 6.9.4. How data will be sent to the Access Point if calls are received directly at the center and are addressed by the center during the transition period.
- 6.10. The Contractor shall work in tandem with the designated vendor providing services through the Rapid Response Access Point contract as approved by the Governor and Executive Council.
- 6.11. The Contractor shall enter into a Memorandum of Understanding within 30 days of contract effective date with the Rapid Response Access Point, which provides the Regional Response Teams information regarding the nature of the crisis through verbal and/or electronic communication including but not limited to:
- 6.11.1. The location of the crisis.
 - 6.11.2. The safety plan either developed over the phone or on record from prior contact(s).

Behavioral Health & Developmental
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Exhibit A – Amendment #2 Contractor

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 6.11.3. Any accommodations needed.
- 6.11.4. Treatment history of the individual, if known.
- 6.12. The Contractor shall promote the use of the telephone number for the Rapid Response Access Point as the primary contact for crisis services, which utilizes Global Positioning System (GPS) enabled technology to identify the closest and available Regional Response Team.
- 6.13. The Contractor shall ensure all rapid response team members participate in a 40-hour crisis response training, as designated by the Department, which follows the concepts and topics identified in the National Guidelines for Crisis Care Best Practice Toolkit published by the Substance Abuse and Mental health Services Administration (SAMHSA).
- 6.14. The Contractor shall provide the physical address of the physical location to the Rapid Response Access Point where the rapid response team may provide office-based urgent assessments.
- 6.15. The Contractor shall ensure a rapid response team is available twenty-four (24) hours per day, seven (7) days a week for deployment within their region and boarder regions, as directed by the Rapid Response Access Point.
- 6.16. The Contractor shall ensure the rapid response team is trained and available to provide crisis response services to avoid unnecessary hospitalization, incarceration or institutionalization. The Contractor shall ensure services include but are not limited to:
 - 6.16.1. Face-to-face assessments.
 - 6.16.2. Disposition and decision making.
 - 6.16.3. Initial care and safety planning.
 - 6.16.4. Post crisis and stabilization services.
- 6.17. The Contractor may utilize presumptive eligibility when responding to individuals who are not connected to a CMHC or who may be considered low utilizers.
- 6.18. The Contractor shall ensure the rapid response team responds to all dispatches face-to-face in the community within one (1) hour of the request ensuring:
 - 6.18.1. The response team includes a minimum of two (2) individuals for safety purposes, which includes a Master's level staff and a peer and/or BS and/or CRSW if occurring at locations based on individual and family choice that include but are not limited to:
 - 6.18.1.1. In or at the individual's home.
 - 6.18.1.2. In an individual's school setting.

Behavioral Health & Developmental
Services of Strafford County, Inc.
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Exhibit A – Amendment #2 Contractor

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K.B.

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Date

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 6.18.1.3. Other natural environments of residence including foster homes.
- 6.18.1.4. Community settings.
- 6.18.1.5. Peer run agencies.
- 6.18.2. The response team includes a minimum of one (1) Master's level team member if occurring at safe, staffed sites or public service locations which may include, but are not limited to:
 - 6.18.2.1. Schools.
 - 6.18.2.2. Jails.
 - 6.18.2.3. Police departments.
 - 6.18.2.4. Emergency departments.
- 6.18.3. A no-refusal policy upon triage and all requests for mobile response receive a response and assessment regardless of the individual's disposition, which may include current substance use.
- 6.18.4. Documented clinical rationale with administrative support when a mobile intervention is not provided.
- 6.18.5. Coordination with law enforcement personnel, if required, when responding to individuals in a mental health crisis presenting a safety concern or when active rescue is required. The Contractor shall:
 - 6.18.5.1. Work in partnership with the Rapid Response Access Point and Department to establish protocols to ensure a bi-directional partnership with law enforcement.
- 6.18.6. A face-to-face lethality assessment as needed that includes, but is not limited to:
 - 6.18.6.1. Obtaining a client's mental health history including, but not limited to:
 - 6.18.6.1.1. Psychiatric, including recent inpatient hospitalizations and current treatment providers.
 - 6.18.6.1.2. Substance misuse.
 - 6.18.6.1.3. Social, familial and legal factors.
 - 6.18.6.2. Understanding the client's presenting symptoms and onset of crisis.
 - 6.18.6.3. Obtaining medication list, adherence to prescribed medications and brief medical history.

Behavioral Health & Developmental
Services of Strafford County, Inc.
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Exhibit A – Amendment #2 Contractor

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**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 6.18.6.4. Conducting a mental status exam.
- 6.18.7. Developing a mutually agreed upon individualized safety plan and care disposition and decision making, with the client, which may include, but is not limited to:
 - 6.18.7.1. Staying in place with:
 - 6.18.7.1.1. Stabilization services;
 - 6.18.7.1.2. A safety plan; and
 - 6.18.7.1.3. Outpatient providers.
 - 6.18.7.2. Stepping up to crisis stabilization services or apartments.
 - 6.18.7.3. Admission to peer respite.
 - 6.18.7.4. Voluntary hospitalization.
 - 6.18.7.5. Initiation of Involuntary Emergency Admission (IEA).
 - 6.18.7.6. Medical hospitalization.
- 6.19. The Contractor shall provide Crisis Stabilization Services, which are services and supports that are provided until the crisis episode subsides. The Contractor shall ensure:
 - 6.19.1. Crisis Stabilization Services are delivered by the rapid response team for individuals who are in active treatment prior to the crisis in order to assist with stabilizing the individual and family as rapidly as possible.
 - 6.19.2. Are provided in the individual and family home, as desired by the individual.
 - 6.19.3. Stabilization services are implemented using methods that include, but are not limited to:
 - 6.19.3.1. Involving peer support specialist(s) and/or Bachelor level crisis staff by providing follow up contact within forty-eight (48) hours post-crisis for all face-to-face interventions, which may include, but are not limited to:
 - 6.19.3.1.1. Promoting recovery.
 - 6.19.3.1.2. Building upon life, social and other skills.
 - 6.19.3.1.3. Offering support.
 - 6.19.3.1.4. Facilitating referrals.
 - 6.19.3.2. Providing warm hand offs for post-crisis support services, including connecting back to existing treatment providers

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- and/or providing a referral for additional peer support specialist contacts.
- 6.19.3.3. Providing crisis stabilization services with a Master's level clinician through short-term, trauma informed approaches, which may include, but are not limited to:
- 6.19.3.3.1. Cognitive Behavior Therapy (CBT).
 - 6.19.3.3.2. Dialectical Behavior Therapy (DBT).
 - 6.19.3.3.3. Solution-focused therapy.
 - 6.19.3.3.4. Developing concrete discharge plans.
 - 6.19.3.3.5. Providing substance use disorder assessment and counseling techniques for dually diagnosed individuals.
- 6.19.4. Crisis stabilization in a Residential Treatment facility for children and youth are provided by a Department certified and approved Residential Treatment Provider.
- 6.20. The Contractor may provide Sub-Acute Care services for up to 30 days to individuals who are not connected to any treatment provider prior to contact with the regional rapid response team or Regional Response Access Point in order assist individuals with bridging the gap between the crisis event and ongoing treatment services. The Contractor shall:
- 6.20.1. Ensure sub-acute care services are provided by the CMHC region in which the individual is expected to receive long-term treatment.
 - 6.20.2. Work with the Rapid Response Access Point to conduct educational and outreach activities within the local community and to institutional stakeholders in order to promote appropriate referrals to, and the utilization of, rapid response team resources.
 - 6.20.3. Work with the Rapid Response Access Point to ensure the community is aware of, and is able to, access rapid response mobile crisis services and supports through the outreach and educational plan of the Rapid Response Access Point outreach and educational plan, which includes but is not limited to:
 - 6.20.3.1. A website that prominently features the Rapid Response Access Point phone number and links with information about Rapid Response and connectivity to the Rapid Response Access Point.

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- 6.20.3.2. All newly printed appointment cards that include the Rapid Response Access point crisis telephone number as a prominent feature.
- 6.20.3.3. Direct communications with partners to the Rapid Response Access Point for crisis services and deployment.
- 6.20.4. Work with the Rapid Response Access Point to change existing patterns of hospital emergency departments (ED) for crisis response in the region and collaborate by:
 - 6.20.4.1. Meeting regularly with local police and first responders to discuss interface, procedures, and collaborations to understand challenges and improve outcomes for individuals in the community;
 - 6.20.4.2. Educating partners, clients and families on all diversionary services available, by encouraging early intervention;
 - 6.20.4.3. Maintaining and developing relationships with local hospitals and work together to promote the use of the Rapid Response Access Point number and rapid response services, in order to reduce ED use;
 - 6.20.4.4. Coordinating with homeless outreach services; and
 - 6.20.4.5. Conducting outreach to at-risk seniors programming.
- 6.21. The Contractor shall ensure that within ninety (90) days of the contract effective date:
 - 6.21.1. Connection with the Rapid Response Access Point and the identified GPS system that enables transmission of information needed to:
 - 6.21.1.1. Determine availability of the Regional Rapid Response Teams;
 - 6.21.1.2. Facilitate response of dispatched teams; and
 - 6.21.1.3. Resolve the crisis intervention.
 - 6.21.2. Connection to the designated resource tracking system.
 - 6.21.3. A bi-directional referral system is in place with electronic scheduling to support information sharing that facilitates closed loop referrals and transmission of clinical triage summaries, safety plans and shared care plans with community providers.

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- 6.22. The Contractor shall submit reports relative to the rapid response services provided in this agreement. The Contractor shall:
- 6.22.1. Document all contacts in the medical record for both State eligible and non-eligible individuals who receive regional rapid response team services.
 - 6.22.2. Provide monthly reports by the fifteenth (15th) day of each month, on a template provided by the Department which includes, but is not limited to:
 - 6.22.2.1. Number of unique individuals who received services.
 - 6.22.2.2. Date and time of mobile arrival.
 - 6.22.3. Submit information through the Department's Phoenix System beginning no later than six (6) months from the contract effective date, unless otherwise instructed on a temporary basis by the Department:
 - 6.22.3.1. Diversions from hospitalizations;
 - 6.22.3.2. Diversions from Emergency Rooms;
 - 6.22.3.3. Services provided;
 - 6.22.3.4. Location where services were provided;
 - 6.22.3.5. Length of time service or services provided;
 - 6.22.3.6. Whether law enforcement was involved for safety reasons;
 - 6.22.3.7. Whether law enforcement was involved for other reasons;
 - 6.22.3.8. Identification of follow up with the individual by a member of the Contractor's regional rapid response team within 48 hours post face-to-face intervention;
 - 6.22.3.9. Indication that referral for ongoing mental health services following the immediate crisis was provided; and
 - 6.22.3.10. Outcome of service provided, which may include but is not limited to:
 - 6.22.3.10.1. Remained in home.
 - 6.22.3.10.2. Hospitalization.
 - 6.22.3.10.3. Crisis stabilization services.
 - 6.22.3.10.4. Crisis apartment.
 - 6.22.3.10.5. Emergency department.

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- 6.23. The Contractor's performance will be monitored by ensuring seventy (70%) of clients receive a post-crisis follow up from a member of the Contractor's regional rapid response team within forty-eight (48) hours of a face-to-face intervention, as identified through Phoenix encounter data.

7. Adult Assertive Community Treatment (ACT) Teams

- 7.1. The Contractor shall maintain Adult ACT Teams that meet the SAMHSA Model and are available twenty-four (24) hours per day, seven (7) days per week, with on-call availability from midnight to 8:00 A.M. The Contractor shall ensure:
- 7.1.1. Adult ACT Teams deliver comprehensive, individualized, and flexible services, supports, targeted case management, treatment, and rehabilitation in a timely manner as needed, onsite in the individuals' homes and in other natural environments and community settings, or alternatively, via telephone where appropriate to meet the needs of the individual.
 - 7.1.2. Each Adult ACT Team is composed of seven (7) to ten (10) dedicated professionals who make-up a multi-disciplinary team including, a psychiatrist, a nurse, a Masters-level clinician, or functional equivalent therapist, functional support worker and a full time equivalent (FTE) certified peer specialist.
 - 7.1.3. Each Adult ACT Team includes an individual trained to provide substance abuse support services including competency in providing co-occurring groups and individual sessions, and supported employment.
 - 7.1.4. Caseloads for Adult ACT Teams serve no more than twelve (12) individuals per Adult ACT Team member, excluding the psychiatrist who serves more than seventy (70) people served per 0.5 FTE psychiatrist, unless otherwise approved by the Department.
- 7.2. The Contractor shall ensure ACT staff, with the exception of psychiatrist and nurse, receive:
- 7.2.1. A minimum of 15 hours in basic ACT training within one (1) year of hire date that is consistent with the ACT EBP SAMHSA toolkit approved by BMHS.
 - 7.2.2. A minimum of 4 hours of advanced ACT training of co-occurring disorders within fifteen (15) months of hire date that is consistent with the ACT EBP SAMSHA toolkit and Integrated Dual Disorder Model approved by BMHS.

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- 7.3. The Contractor shall ensure Adult ACT Teams do not have waitlists for screening purposes and/or admission to the ACT Team. The Contractor shall ensure:
- 7.3.1. Individuals do not wait longer than 30 days for either assessment or placement.
 - 7.3.2. Work with the Department at identifying solutions and appropriate levels of care for any individual waiting for Adult ACT Team services for more than 30 days in order to meet the demand for services and implement the solutions within 45 days.
 - 7.3.3. Individuals receiving services from Adult ACT Team members, if psychiatrically hospitalized, are offered a same day or next day appointment with any Adult ACT Team member upon date of discharge.
- 7.4. The Contractor shall report its level of compliance with the above listed requirements on a monthly basis at the staff level in the format, and with content, completeness, and timeliness as specified by the Department as part of the Phoenix submissions, which are due no later than the 15th of the month. The Department may waive this provision in whole or in part in lieu of an alternative reporting protocol, being provided under an agreement with DHHS contracted Medicaid Managed Care Organizations. The Contractor shall:
- 7.4.1. Ensure services provided by the Adult ACT Team are identified in the Phoenix submissions as part of the ACT cost center.
 - 7.4.2. Screen for ACT per Administrative Rule He-M 426.08, Psychotherapeutic Services.
 - 7.4.3. Report all ACT screenings with the outcome of the screening to indicate whether the individual is appropriate for ACT, as part of the Phoenix submissions, or in the format, content, completeness, and timelines as specified by the Department.
 - 7.4.4. Make a referral for an ACT assessment within (7) days of:
 - 7.4.4.1. A screening outcome that an individual may be appropriate to receive ACT services.
 - 7.4.4.2. An individual being referred for an ACT assessment.
 - 7.4.5. Report the outcome of ACT assessments to the Department as part of the Phoenix submissions, in the format, content, completeness, and timelines as specified by the Department.
 - 7.4.6. Ensure, fall individuals assessed as appropriate for ACT services are admitted to the ACT team caseload and begin receiving ACT services within seven (7) days, with the exception of individuals

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who decline such services, or are not available to receive such services for reasons that may include, but are not limited to:

- 7.4.6.1. Extended hospitalization or incarceration.
- 7.4.6.2. Relocation of individuals out of the Contractor's designated community mental health region.
- 7.4.7. Ensure, in the event that admitting the individual to the ACT Team caseload causes the ACT Team to exceed the caseload size limitations specified above, consultation with the Department to seek approval:
 - 7.4.7.1. To exceed caseload size requirements, or
 - 7.4.7.2. To provide alternative services to the individual until the individual can be admitted to the ACT caseload.

8. Evidence-Based Supported Employment (EBSE)

- 8.1. The Contractor shall gather employment status for all adults with Severe Mental Illness(SMI)/Severe Persistent Mental Illness (SPMI) at intake and every quarter thereafter.
- 8.2. The Contractor shall report the employment status for all adults with SMI/SPMI to the Department in the format, content, completeness, and timelines specified by the Department for individuals indicating a need for EBSE.
- 8.3. The Contractor shall provide a referral for all individuals who express an interest in receiving Evidence-Based Supported Employment (EBSE) services to the Supported Employment (SE) team within seven (7) days.
- 8.4. The Contractor shall deem the individual as waiting for SE services if the SE team cannot accommodate enrollment of SE services at which the individual will be added to the waitlist, which is reported to the Department, as specified by the Department.
- 8.5. The Contractor shall provide EBSE to eligible individuals in accordance with the SAMHSA and/or Dartmouth model.
- 8.6. The Contractor shall ensure EBSE services include, but are not limited to:
 - 8.6.1. Job development.
 - 8.6.2. Work incentive counseling.
 - 8.6.3. Rapid job search.
 - 8.6.4. Follow along supports for employed individuals.
 - 8.6.5. Engagement with mental health treatment teams and local NH Vocational Rehabilitation services.

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- 8.7. The Contractor shall ensure EBSE services do not have waitlists, ensuring individuals do not wait longer than 30 days for EBSE services. If waitlists are identified, Contractor shall:
- 8.7.1. Work with the Department to identify solutions to meet the demand for services; and
 - 8.7.2. Implement such solutions within 45 days.
- 8.8. The Contractor shall maintain the penetration rate of individuals receiving EBSE at a minimum of 18.6 percent (18.6%) as per the CMHA agreement.
- 8.9. The Contractor shall ensure SE staff receive:
- 8.9.1. A minimum of 15 hours in basic training within one year of hire date as approved by the IPS Employment Center and approved by BMHS.
 - 8.9.2. A minimum of 7 hours of advanced SE Job Development Training within 15 months of hire as approved by the IPS-SE Employment Center and BMHS.

9. Work Incentives Counselor Capacity Building

- 9.1. The Contractor shall employ a minimum of one FTE equivalent Work Incentive Counselor located onsite at the CMHC for a minimum of one (1) state fiscal year.
- 9.2. The Contractor shall ensure services provided by the Work Incentive Counselor include, but are not limited to:
- 9.2.1. Connecting individuals to and assisting individuals with applying for Vocational Rehabilitation services, ensuring a smooth referral transition.
 - 9.2.2. Engaging individuals in supported employment (SE) and/or increased employment by providing work incentives counseling and planning.
 - 9.2.3. Providing accurate and timely work incentives counseling for beneficiaries with mental illness who are pursuing SE and self-sufficiency.
- 9.3. The Contractor shall develop a comprehensive plans for individuals that include visualization of the impact of two or three different levels of income on existing benefits and what specific work incentive options individuals might use to:
- 9.3.1. Increase financial independence;
 - 9.3.2. Accept pay raises; or

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- 9.3.3. Increase earned income.
- 9.4. The Contractor shall develop comprehensive documentation of all individual existing disability benefits programs including, but not limited to:
 - 9.4.1. SSA disability programs;
 - 9.4.2. SSI income programs;
 - 9.4.3. Medicaid;
 - 9.4.4. Medicare;
 - 9.4.5. Housing Programs; and
 - 9.4.6. Food stamps and food subsidy programs.
- 9.5. The Contractor shall collect data to develop quarterly reports in a format requested by the Department, on employment outcomes and work incentives counseling benefits that includes but is not limited to:
 - 9.5.1. The number of benefits orientation presentations provided to individuals.
 - 9.5.2. The number of individuals referred to Vocational Rehabilitation who receive mental health services.
 - 9.5.3. The number of individuals who engage in SE services.
 - 9.5.3.1. Percentage of individuals seeking part-time employment.
 - 9.5.3.2. Percentage of individuals seeking full-time employment.
 - 9.5.3.3. Number of individuals who increase employment hours to part-time and full-time.
- 9.6. The Contractor shall ensure the Work Incentive Counselor staff are certified to provide Work Incentives Planning and Assistance (WIPA) through the no-cost training program offered by Virginia Commonwealth University.
- 9.7. The Contractor shall collaborate with the Vocational Rehabilitation providers to develop the Partnership Plus Model to identify how Social Security funding will be obtained to support the Work Incentives Counselor position after Vocational Rehabilitation funding ceases.
- 9.8. The Department will monitor Contractor performance by reviewing data to determine outcomes that include:
 - 9.8.1. An increased engagement of individuals in supported employment based on the SE penetration rate.

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- 9.8.2. An increase in Individual Placement in both part-time and full-time employment and;
- 9.8.3. Improved fidelity outcomes specifically targeting:
 - 9.8.3.1. Work Incentives Planning; and
 - 9.8.3.2. Collaboration between Employment Specialists & Vocational Rehabilitation providers.

10. Coordination of Care from Residential or Psychiatric Treatment Facilities

- 10.1. The Contractor shall designate a member of its staff to serve as the primary liaison to New Hampshire Hospital (NHH) who works with the applicable NHH staff, payer(s), guardian(s), other community service providers, and the applicable individual, to assist with coordinating the seamless transition of care for individuals transitioning from NHH to community based services or transitioning to NHH from the community.
- 10.2. The Contractor shall not close the case of any individual who is admitted to NHH. Notwithstanding, the Contractor shall be deemed to be in compliance with all Administrative He-M. 408, Clinical Records rules regarding documentation if it is noted in the record that the individual is an inpatient at NHH or another treatment facility. All documentation requirements as per He-M 408 will be required to resume upon re-engagement of services following the individual's discharge from inpatient care.
- 10.3. The Contractor shall participate in transitional and discharge planning within 24 hours of admission to an inpatient facility.
- 10.4. The Contractor shall work with the Department, payers and guardians (if applicable) to review cases of individuals that NHH, Transitional Housing, or alternative treatment facility or the Contractor, have indicated will have difficulty returning to the community to identify barriers to discharge, and to develop an appropriate plan to transition into the community.
- 10.5. The Contractor shall make a face-to-face appointment available to an individual leaving NHH, Transitional Housing or alternative residential setting who desires to reside in the region served by the Contractor within seven (7) calendar days of receipt of notification of the individual's discharge, or within seven (7) calendar days of the individual's discharge, whichever is later.
- 10.6. The Contractor shall ensure individuals who are discharged and are new to a CMHC have an intake appointment within seven (7) calendar days. If the individual declines to accept the appointment, declines services, or requests an appointment to be scheduled beyond the seven (7) calendar days, the Contractor may accommodate the individual's request provided the accommodation is clinically appropriate, and does not violate the terms of a conditional discharge. The Contractor's Adult ACT Team must see individuals

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who are on the ACT caseload and transitioning from NHH into the community within 24 hours of NHH discharge.

- 10.7. The Contractor shall make all reasonable efforts to ensure that no appropriate bed is available at any other inpatient psychiatric unit, Designated Receiving Facility (DRF) per NH RSA 135-C and NH Administrative Rule He-M 405, Designation of Receiving Facilities, Mobile Crisis Apartment, Peer Support Recovery Center, or Adult Psychiatric Residential Treatment Program (APRTP) prior to referring an individual to NHH.
- 10.8. The Contractor shall collaborate with NHH and Transitional Housing Services (THS) to develop and execute conditional discharges from NHH to THS in order to ensure that individuals receive treatment in the least restrictive environment. The Department will review the requirements of NH Administrative Rule He-M 609 to ensure obligations under this section allow CMHC delegation to the THS vendors for clients who reside there.
- 10.9. The Contractor shall have all necessary staff members available to receive, evaluate, and treat individuals discharged from NHH seven (7) days per week, consistent with the provisions in NH Administrative Rule He-M 403 and NH Administrative Rule He-M 426.
- 10.10. For individuals at NHH who formerly resided in the Contractor's designated community mental health region prior to NHH admission, who have been identified for transition planning to the Glenclyff Home, the Contractor shall, at the request of the individual or guardian, or of NHH or Glenclyff Home staff, participate in transition planning to determine if the individual can be supported in the Contractor's region with community based services and supports instead of transitioning to the Glenclyff Home. In the event the individual would require supports from multiple funding sources or the Department's systems of care, the Contractor shall collaborate with additional Department staff at NHH's request, to address any barriers to discharge the individual to the community.

11. COORDINATED CARE AND INTEGRATED TREATMENT

11.1. Primary Care

- 11.1.1. The Contractor shall request written consent from each individual to allow the designated primary care provider to release information for the purpose of coordinating care regarding mental health services or substance misuse services or both.
- 11.1.2. The Contractor shall support each individual with linking to an available primary care provider, if the individual does not have an identified primary care provider, to:

11.1.2.1. Monitor health;

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- 11.1.2.2. Provide medical treatment as necessary; and
- 11.1.2.3. Engage in preventive health screenings.
- 11.1.3. The Contractor shall consult with each primary care provider at least annually, or as necessary, to integrate care between mental and physical health for each individual, which may include the exchange of pertinent information including, but not limited to medication changes or changes in the individual's medical condition.
- 11.1.4. The Contractor shall document on the release of information form the reason(s) written consent to release information was refused in the event an individual refuses to provide consent to release information.
- 11.2. Substance Misuse Treatment, Care and/or Referral
 - 11.2.1. The Contractor shall provide services and meet requirements to address substance misuse and to support recovery intervention implementation, which include, but are not limited to:
 - 11.2.1.1. Screening no less than 95% of eligible individuals for substance misuse at the time of intake, and annually thereafter.
 - 11.2.1.2. Conducting a full assessment for substance misuse disorder and associated impairments for each individual that screens positive for substance use.
 - 11.2.1.3. Developing an individualized service plan for each eligible individual based on information from substance misuse screening.
 - 11.2.2. The Contractor shall utilize the SAMSHA evidence-based models for Co-Occurring Disorders Treatment to develop treatment plans with individuals and to provide an array of evidence-based interventions that enhance recovery for individuals and follow the fidelity standards to such a model.
 - 11.2.3. The Contractor shall make all appropriate referrals if the individual requires additional substance use disorder care utilizing the current New Hampshire system of care, and ensuring linkage to and coordination with resources.
- 11.3. Peer Supports
 - 11.3.1. The Contractor shall promote recovery principles and integrate peer support services through the agency, which includes, but is not limited to:

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- 11.3.1.1. Employing peers as integrated members of the CMHC treatment team(s) with the ability to deliver conventional interventions that include case management or psychotherapy, and interventions uniquely suited to the peer role that includes intentional peer support.
- 11.3.1.2. Supporting peer specialists to promote hope and resilience, facilitate the development and use of recovery-based goals and care plans, encourage treatment engagement and facilitate connections with natural supports.
- 11.3.1.3. Establishing working relationships with the local Peer Support Agencies, including any Peer Respite, step-up/step-down, and Clubhouse Centers and promote the availability of these services.
- 11.4. Transition of Care with MCOs
 - 11.4.1. The Contractor shall ensure ongoing coordination occurs with the MCO Care Managers to support care coordination among and between services providers.
- 12. Prohealth Coordinated and Collaborative Care Program
 - 12.1. The Contractor shall develop and provide population-level health, prevention, outreach, education, health and mental health screening, motivational enhancement, and referral to treatment for individuals including but not limited to youth and cultural and/or linguistic and sexual and/or gender minorities.
 - 12.2. The Contractor shall incorporate person-centered health and mental health screenings with each individual's goals into to the intake, quarterly reassessments, treatment plans, shared plan of care, team meetings, and communications within the CMHC and Federally Qualified Health Center (FQHC).
 - 12.3. The Contractor shall develop and implement population health initiatives for individuals with more complex needs to achieve target behavioral and physical outcomes. The Contractor shall:
 - 12.3.1. Utilize routine registries of individuals' behavioral and physical health indicators, referrals, and outcomes within seventy-five (75) days of the contract effective date.
 - 12.3.2. Follow-up with individuals to provide motivational enhancement and referrals for case management, integrated services, and evidence-based practice (EBP) integrated treatment as described in this

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agreement, as needed when the individual's behavioral and physical health target outcomes are not met.

- 12.4. The Contractor shall re-engage individuals who begin to dis-engage from care, in order to prevent premature discharge, and assist with coordination tracking, follow-up, and integration of physical and behavioral health care for individuals with more complex needs.
- 12.5. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles as described by the Department that include, but are not limited to:
 - 12.5.1. Care coordinator(s).
 - 12.5.2. Community health worker(s) and peer expert(s).
 - 12.5.3. Information technology support.
- 12.6. The Contractor shall reports and documentation to the Department that include, but are not limited to:
 - 12.6.1. Real-time and quarterly reports of de-identified and aggregate data that document outcomes of and demonstrate value in services provided as identified in this agreement, which is collected in collaboration with and submitted to the Department or a contracted designee of the Department, and the SAMHSA through secure portals.
 - 12.6.2. Written documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and Portability Ace Stage 2 of meaningful use within six (6) months of the contract effective date.
 - 12.6.3. Written documentation of self-assessment that reflects plans to mirror certification or national accreditation standards in the delivery of coordinated, collaborative, and integrated care.

13. PROHEALTH INTEGRATED HEALTH HOME

- 13.1. The Contractor shall provide a person-centered Integrated Health Home aligned with a health integration model described by SAMHSA and Health Resources & Services Administration (HRSA) to ensure integrated delivery of services to individuals with SMI, SPMI, and/or SED by a multidisciplinary team of health and mental health professionals that include, but are not limited to:
 - 13.1.1. Primary care service providers.
 - 13.1.2. Community behavioral health care service providers.
 - 13.1.3. Wellness service providers.

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- 13.2. The Contractor shall enter into an agreement with an FQHC, approved by the HRSA, Medicare, Medicaid, and, as appropriate, Clinical Laboratory Improvement Amendment (CLIA) to deliver primary care and laboratory collection, as necessary and allowed onsite at the Contractor's location, in addition to other services in this agreement.
- 13.3. The Contractor shall provide co-located FQHC-delivered integrated primary care screenings, detection, treatment planning, and treatment of physical health conditions.
- 13.4. The Contractor shall deliver well-child and well-adult screenings, physical exams, immunizations and primary care treatment of physical illnesses and promote recommendations identified by:
 - 13.4.1. Bright Futures of the American Academy of Pediatrics.
 - 13.4.2. The United States Preventative Services Task Force.
 - 13.4.3. FQHCs, including recommendations relative to early screening of cardiovascular disease.
- 13.5. The Contractor shall deliver, or refer individuals to, evidence-based practice (EBP) treatment services and integrated treatment, as needed, based on the outcomes of the physical health and wellness screenings and assessments.
- 13.6. The Contractor shall deliver integrated evidence-based screenings, treatment planning and treatment to individuals with behavioral health conditions with SMI, SPMI, and/or SED at evidence-based intervals.
- 13.7. The Contractor shall screen individuals for:
 - 13.7.1. Trauma, depression and substance misuse;
 - 13.7.2. Medication misuse;
 - 13.7.3. Involvement or interest in employment and/or education;
 - 13.7.4. Need for Adult ACT Team services; and
 - 13.7.5. Desire for symptom management.
- 13.8. The Contractor shall provide EBP mental health services to individuals with SMI, SPMI, and/or SED in a stepped approach that ensures feasibility and high quality program implementation. The Contractor shall ensure services include, but are not limited to:
 - 13.8.1. Illness Management and Recovery.
 - 13.8.2. Trauma Focused Cognitive Behavioral Therapy.
 - 13.8.3. Pharmacological treatment promoting the use of Decision Aid for Psychopharmacology.

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- 13.9. The Contractor shall maintain staff or subcontractors at the FQHC with experience, credentials, and roles, as described by the Department, that include but are not limited to:
- 13.9.1. Site project director.
 - 13.9.2. Primary care advanced practice nurse or provider(s).
 - 13.9.3. Primary care medical assistant(s).
 - 13.9.4. Interview and data entry staff.
- 13.10. The Contractor shall collaborate with the FQHC to develop a quality improvement plan to be approved by the Department. The Contractor shall ensure participation in meetings for the quality improvement plan development by the following personnel:
- 13.10.1. The clinical director;
 - 13.10.2. The children's mental health director;
 - 13.10.3. Peer experts.
- 13.11. The Contractor shall submit documentation and reports to the Department that include, but are not limited to:
- 13.11.1. Quarterly reports, due by the fifteenth (15) day of the month prior to the close of the quarter, that include brief narratives of progress, training, and plans, policies, procedures, templates, and guidance changed to align with integration and wellness, in a format requested by the Department.
 - 13.11.2. Quarterly reports of aggregated medical history and primary care provider and quarterly documented contact with primary care provider, past year physical exam and wellness visit documentation, in collaboration with and submitted to the Department or a contracted designee of the Department in a format and transmittal approved by the Department.
 - 13.11.3. Quarterly reports of de-identified height, weight, body mass index (BMI), waist circumference, blood pressure, tobacco use and/or breath carbon monoxide, plasma glucose, and lipid documentation from the SAMHSA SPARS portal.
 - 13.11.4. Quarterly quality improvement plans.
 - 13.11.5. Quarterly reports on plans for sustainability that identify the policy and financing changes required to sustain project activities.
 - 13.11.6. Documentation of self-assessment that demonstrates that the partnership is pursuing the requirements of the Interoperability and

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Portability Act Stage 2 of meaningful use, which may include a manual process for sharing documents.

- 13.11.7. Documentation of the review of self-assessment tools towards certification or accreditation recognized nationally for the delivery of integrated care, including but not limited to certification as a Certified Community Behavioral Health Clinic or other certification necessary for providing services in this agreement.

14. Prohealth Wellness Interventions and Health Counseling

- 14.1. The Contractor shall provide individuals with, or refer individuals to, wellness programs that include multiple options tailored to individuals and that include health coaches to assist individuals with selecting options that best match individual needs and interests.
- 14.2. The Contractor shall ensure options include, but are not limited to:
- 14.2.1. One-time brief Motivational Enhancement interventions; Let's Talk About Smoking (LTAS), Vaping Education, Let's Talk About Feeling Good (LTAFG), and health education.
- 14.2.2. Access to medications associated with wellness interventions, including but not limited to:
- 14.2.2.1. Nicotine replacement therapy (NRT).
- 14.2.2.2. NRT starter packs.
- 14.2.2.3. Onsite prescribing and pharmacy to maintain NRT supply.
- 14.2.2.4. Access other smoking cessation medication, which may include but is not limited to, varenicline and/or bupropion.
- 14.2.3. An individual one-time prevention contact and population level prevention initiatives that include materials for motivational enhancement, resources, and referrals for youth younger than sixteen (16) years of age.
- 14.2.4. The Breathe Well Live Well (BWLW) program with Care2Quit designed for smokers with Serious Mental Illness (SMI), Serious Persistent Mental Illness (SPMI), and/or Serious Emotional Disturbance (SED), and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and quit attempts. The Contractor shall ensure BWLW includes counseling of an individual in the natural support system of the individual using

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Care2Quit curriculum, referral for cessation pharmacotherapy, and incentives for participation and quit attempts.

- 14.2.5. The Healthy Choices Healthy Changes (HCHC) program designed for individuals with SMI, SPMI, and/or SED who are overweight or obese and includes health counseling using motivational interviewing, cognitive behavioral therapy, and stages of change-based interventions to motivate risk reduction and acquisition of healthy habits and weight management. The Contractor shall ensure HCHC includes:

- 14.2.5.1. A gym membership for twelve (12) months;
- 14.2.5.2. A wellness specialist and an InSHAPE health mentor;
- 14.2.5.3. A Weight Watchers membership for one (1) year.
- 14.2.5.4. The Weight Watchers mobile application for individuals who are 18 years of age and older or the MyFitnessPal mobile application for youth younger than 18 years of age; and
- 14.2.5.5. A structured incentives program for participation and initiating behavior change.

- 14.2.6. Referrals and facilitated community engagement in wellness treatment services, including but not limited to:

- 14.2.6.1. A web-based application and text subscriptions.
- 14.2.6.2. New Hampshire Helpline telephone counseling services.
- 14.2.6.3. MyLifeMyQuit.
- 14.2.6.4. Tobacco and obesity education.
- 14.2.6.5. Diabetes education programs.
- 14.2.6.6. Other related programs in this agreement based on the outcomes of health screening and treatment planning goals identified above.

- 14.3. The Contractor shall maintain staff or subcontractors with experience, credentials, and roles, as described by the Department, that include but are not limited to:

- 14.3.1. Wellness specialist(s).
- 14.3.2. Health mentor(s).

15. Supported Housing

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- 15.1. The Contractor shall stand up a minimum of six (6) new supported housing beds including, but not limited to, transitional or community residential beds by December 31, 2021. The Contractor shall:

- 15.1.1. Submit a plan for expanding supported housing in the region including a budget to the Department for approval by August 15, 2021, that includes but is not limited to:

- 15.1.1.1. Type of supported housing beds.
- 15.1.1.2. Staffing plan.
- 15.1.1.3. Anticipated location.
- 15.1.1.4. Implementation timeline.

- 15.1.2. Provide reporting in the format and frequency requested by the Department that includes, but is not limited to:

- 15.1.2.1. Number of referrals received.
- 15.1.2.2. Number of individuals admitted.
- 15.1.2.3. Number of people transitioned into other local community residential settings.

16. CANS/ANSA or Other Approved Assessment

- 16.1. The Contractor shall ensure all clinicians providing community mental health services to individuals eligible for services in accordance with NH Administrative Rule He-M 426, are certified in the use of:

- 16.1.1. The New Hampshire version of the Child and Adolescent Needs and Strengths Assessment (CANS) if serving the child and youth population; and
- 16.1.2. The New Hampshire version of the Adult Needs and Strengths Assessment (ANSA), or other approved evidence based tool, if serving the adult population.

- 16.2. The Contractor shall ensure clinicians are maintain certification by through successful completion of a test provided by the Praed Foundation, annually.

- 16.3. The Contractor shall ensure ratings generated by the New Hampshire version of the CANS or ANSA assessment are:

- 16.3.1. Utilized to develop an individualized, person-centered treatment plan.
- 16.3.2. Utilized to document and review progress toward goals and objectives and to assess continued need for community mental health services.

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- 16.3.3. Submitted to the database managed for the Department that allows client-level, regional, and statewide outcome reporting by the 15th of every month, in CANS/ANSA format.
- 16.3.4. Employed to assist in determining eligibility for State Psychiatric Rehabilitation services.
- 16.4. The Contractor shall complete documentation of re-assessments using the New Hampshire version of the CANS or ANSA 2.0 in accordance with NH Administrative Rule He-M 401.04-09 for eligibility determination and in accordance with NH Administrative Rule He-M 401.12-13 for periodic Individual Service Plan (ISP) reviews.
- 16.5. The Contractor may use an alternate evidence based, assessment tool that meets all ANSA 2.0 domains, subject to written Department approval. There is no alternate assessment tool allowed for the use of CANS. If an alternative tool is approved, monthly reporting of data generated by the Contractor must be in ANSA 2.0 format, to enable client-level, regional and statewide reporting.
- 16.6. The Contractor shall consult with the Medicaid Managed Care Organizations (MCO) to develop and implement a process that meets the MCOs' need to measure program effectiveness.
- 16.7. The Contractor shall correct all errors or complete all system corrections to ensure data is submitted in its entirety and completeness no later than six (6) months from contract effective date. Failure to complete all correction may result in withholding of funds until all corrections are completed.
- 17. Pre-Admission Screening and Resident Review**
- 17.1. The Contractor shall assist the Department with Pre-Admission Screening and Resident Review (PASRR) to meet the requirements of the PASRR provisions of the Omnibus Budget Reconciliation Act of 1987.
- 17.2. Upon request by the Department, the Contractor shall:
- 17.2.1. Provide the information necessary to determine the existence of mental illness or mental retardation in a nursing facility applicant or resident; and
- 17.2.2. Conduct evaluations and examinations needed to provide the data to determine if an individual being screened or reviewed:
- 17.2.2.1. Requires nursing facility care; and
- 17.2.2.2. Has active treatment needs.
- 18. Application for Other Services**

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- 18.1. The Contractor shall assist eligible individuals in accordance with NH Administrative Rule He-M 401, with completing applications for all sources of financial, medical, and housing assistance, according to their respective rules, requirements and filing deadlines. The Contract shall assist with applications that may include, but are not limited to:

- 18.1.1. Medicaid.
- 18.1.2. Medicare.
- 18.1.3. Social Security Disability Income.
- 18.1.4. Veterans Benefits.
- 18.1.5. Public Housing.
- 18.1.6. Section 8 Subsidies.

19. Community Mental Health Program (CMHP) Status

- 19.1. The Contractor shall meet the approval requirements of NH Administrative Rule He-M 403 as a governmental or non-governmental non-profit agency, or the contract requirement of NH RSA 135-C:3 as an individual, partnership, association, public or private, for profit or nonprofit, agency or corporation to provide services in the state mental health services system.
- 19.2. The Contractor shall provide all applicable documentation, policies and procedures, and shall participate in an onsite compliance review, as requested by the Department, to determine compliance with NH Administrative Rule He-M 403 and NH RSA 135-C:3. Compliance reviews will be at times to be determined by the Department, and will occur no less than once every five (5) years.

20. Quality Improvement

- 20.1. The Contractor shall perform, or cooperate with the performance of, quality improvement and/or utilization review activities, as are determined to be necessary and appropriate by the Department within timeframes reasonably specified by the Department.
- 20.2. The Contractor shall cooperate with the Department-conducted individual satisfaction survey. The Contractor shall:
- 20.2.1. Furnish information necessary, within HIPAA regulations, to complete the survey.
 - 20.2.2. Furnish complete and current contact information so that individuals may be contacted to participate in the survey.
 - 20.2.3. Support the efforts of the Department to conduct the survey.
 - 20.2.4. Encourage all individuals sampled to participate.

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- 20.2.5. Display posters and other materials provided by the Department to explain the survey and otherwise support attempts by the Department to increase participation in the survey.
- 20.3. The Contractor shall demonstrate efforts to incorporate findings from their individual survey results into their Quality Improvement Plan goals.
- 20.4. The Contractor shall engage and comply with all aspects of fidelity reviews based on a model approved by the Department and on a schedule approved by the Department.
- 21. Maintenance of Fiscal Integrity**
- 21.1. The Contractor shall submit to the Department the Balance Sheet, Profit and Loss Statement, and Cash Flow Statement for the Contractor and all related parties that are under the Parent Corporation of the mental health provider organization each month.
- 21.2. The Profit and Loss Statement shall include a budget column allowing for budget to actual analysis. These statements shall be individualized by providers, as well as a consolidated (combined) statement that includes all subsidiary organizations.
- 21.3. Statements shall be submitted within thirty (30) calendar days after each month end, and shall include, but are not limited to:
- 21.3.1. Days of Cash on Hand:
- 21.3.1.1. Definition: The days of operating expenses that can be covered by the unrestricted cash on hand.
- 21.3.1.2. Formula: $\text{Cash, cash equivalents and short term investments divided by total operating expenditures, less depreciation/amortization and in-kind plus principal payments on debt divided by days in the reporting period. The short-term investments as used above must mature within three (3) months and should not include common stock.}$
- 21.3.1.3. Performance Standard: The Contractor shall have enough cash and cash equivalents to cover expenditures for a minimum of thirty (30) calendar days with no variance allowed.
- 21.3.2. Current Ratio:
- 21.3.2.1. Definition: A measure of the Contractor's total current assets available to cover the cost of current liabilities.

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- 21.3.2.2. Formula: Total current assets divided by total current liabilities.
- 21.3.2.3. Performance Standard: The Contractor shall maintain a minimum current ratio of 1.5:1 with 10% variance allowed.
- 21.3.3. Debt Service Coverage Ratio:
- 21.3.3.1. Rationale: This ratio illustrates the Contractor's ability to cover the cost of its current portion of its long-term debt.
- 21.3.3.2. Definition: The ratio of Net Income to the year to date debt service.
- 21.3.3.3. Formula: Net Income plus Depreciation/Amortization Expense plus Interest Expense divided by year to date debt service (principal and interest) over the next twelve (12) months.
- 21.3.3.4. Source of Data: The Contractor's Monthly Financial Statements identifying current portion of long-term debt payments (principal and interest).
- 21.3.3.5. Performance Standard: The Contractor shall maintain a minimum standard of 1.2:1 with no variance allowed.
- 21.3.4. Net Assets to Total Assets:
- 21.3.4.1. Rationale: This ratio is an indication of the Contractor's ability to cover its liabilities.
- 21.3.4.2. Definition: The ratio of the Contractor's net assets to total assets.
- 21.3.4.3. Formula: Net assets (total assets less total liabilities) divided by total assets.
- 21.3.4.4. Source of Data: The Contractor's Monthly Financial Statements.
- 21.3.4.5. Performance Standard: The Contractor shall maintain a minimum ratio of .30:1, with a 20% variance allowed.
- 21.4. In the event that the Contractor does not meet either:
- 21.4.1. The standard regarding Days of Cash on Hand and the standard regarding Current Ratio for two (2) consecutive months; or
- 21.4.2. Three (3) or more of any of the Maintenance of Fiscal Integrity standards for three (3) consecutive months:

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- 21.4.2.1. The Department may require that the Contractor meet with Department staff to explain the reasons that the Contractor has not met the standards.
- 21.4.2.2. The Department may require the Contractor to submit a comprehensive corrective action plan within thirty (30) calendar days of notification and plan shall be updated at least every thirty (30) calendar days until compliance is achieved.
- 21.4.2.3. The Department may request additional information to assure continued access to services.
- 21.4.2.4. The Contractor shall provide requested information in a timeframe agreed upon by both parties.
- 21.5. The Contractor shall inform the Director of the Bureau of Mental Health Services (BMHS) by phone and by email within twenty-four (24) hours of when any key Contractor staff learn of any actual or likely litigation, investigation, complaint, claim, or transaction that may reasonably be considered to have a material financial impact on and/or materially impact or impair the ability of the Contractor to perform under this Agreement
- 21.6. The monthly Balance Sheet, Profit & Loss Statement, Cash Flow Statement, and all other financial reports shall be based on the accrual method of accounting and include the Contractor's total revenues and expenditures whether or not generated by or resulting from funds provided pursuant to this Agreement. These reports are due within thirty (30) calendar days after the end of each month.
- 21.7. The Contractor shall provide its Revenue and Expense Budget within twenty (20) calendar days of the contract effective date.
- 21.8. The Contractor shall complete the Fiscal Year Revenue and Expense Budget on a form supplied by the Department, which shall include but not be limited to, all the Contractor's cost centers. If the Contractor's cost centers are a combination of several local cost centers, the Contractor shall display them separately as long as the cost center code is unchanged.
- 21.9. The Contractor shall provide quarterly Revenue and Expense Reports (Budget Form A), within thirty (30) calendar days after the end of each fiscal quarter, defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30.

22. Reduction or Suspension of Funding

- 22.1. In the event that the State funds designated as the Price Limitation in Form P-37, General Provisions, Block 1.8. of the General Provisions are materially

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reduced or suspended, the Department shall provide prompt written notification to the Contractor of such material reduction or suspension.

22.2. In the event that the reduction or suspension in federal or state funding shall prevent the Contractor from providing necessary services to individuals, the Contractor shall develop a service reduction plan, detailing which necessary services will no longer be available.

22.3. Any service reduction plan is subject to approval from the Department, and shall include, at a minimum, provisions that are acceptable to the Department, with services that include, but are not limited to:

22.3.1. Evaluation of and, if eligible, an individual service plan for all new applicants for services.

22.3.2. Emergency services for all individuals.

22.3.3. Services for individuals who meet the criteria for involuntary admission to a designated receiving facility.

22.3.4. Services to individuals who are on a conditional discharge pursuant to RSA 135-C:50 and NH Administrative Rule He-M.609.

23. Elimination of Programs and Services by Contractor

23.1. The Contractor shall provide a minimum thirty (30) calendar days written notice prior to any reductions in delivery of services, or notice as soon as possible if the Contractor is faced with a more sudden need to reduce delivery of services.

23.2. The Contractor shall consult and collaborate with the Department prior to elimination or reduction of services in order to reach a mutually agreeable solution as to the most effective way to provide necessary services.

23.3. The Department reserves the right to require the Contractor to participate in a mediation process with the Commissioner of the Department of Health and Human Services, and to invoke an additional thirty (30) calendar day extension in the event of a proposal to reduce or eliminate any contracted services.

23.4. If the parties are still unable to come to a mutual agreement within the thirty (30) calendar day extension, the Contractor may proceed with its proposed program change(s) so long as proper notification to eligible individuals is provided.

23.5. The Contractor shall not redirect funds allocated in the budget for the program or service that has been eliminated or substantially reduced to another program or service without the mutual agreement of both parties.

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- 23.6. In the event that an agreement cannot be reached, the Department shall control the expenditure of the unspent funds.

24. Data Reporting

- 24.1. The Contractor shall submit any data needed to comply with federal or other reporting requirements to the Department or contractor designated by the Department.
- 24.2. The Contractor shall submit all required data elements via the Phoenix system except for the CANS/ANSA and Projects for Assistance in Transition from Homelessness program (PATH) data, as specified. Any system changes that need to occur in order to support this must be completed within six (6) months from the contract effective date.
- 24.3. The Contractor shall submit individual demographic and encounter data, including data on non-billable individual-specific services and rendering staff providers on all encounters, to the Department's Phoenix system, or its successors, in the format, content, completeness, frequency, method and timeliness as specified by the Department. Individual data must include a Medicaid ID number for individuals who are enrolled in Medicaid.
- 24.4. The Contractor shall include client eligibility with all Phoenix services in alignment with current reporting specifications. For an individual's services to be considered BMHS eligible, SPMI, SMI, Low Utilizer (LU), SED, and Severe Emotional Disturbance Interagency (SEDIA) are acceptable.
- 24.5. The Contractor shall meet the general requirements for the Phoenix system which include, but are not limited to:
- 24.5.1. Agreeing that all data collected in the Phoenix system, which is Confidential Data as defined by Exhibit K, is the property of the Department to use as it deems necessary.
- 24.5.2. Ensuring data files and records are consistent with file specification and specification of the format and content requirements of those files.
- 24.5.3. Ensuring that errors in data returned to the Contractor are corrected and resubmitted to the Department within ten (10) business days.
- 24.5.4. Ensuring data is current and updated in the Contractor's systems as required for federal reporting and other reporting requirements and as specified by the Department.
- 24.5.5. Implementing review procedures to validate data submitted to the Department to confirm:
- 24.5.5.1. All data is formatted in accordance with the file specifications;

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- 24.5.5.2. No records will reject due to illegal characters or invalid formatting; and
- 24.5.5.3. The Department's tabular summaries of data submitted by the Contractor match the data in the Contractor's system.
- 24.6. The Contractor shall meet the following standards:
 - 24.6.1. Timeliness: monthly data shall be submitted no later than the fifteenth (15th) of each month for the prior month's data unless otherwise approved by the Department, and the Contractor shall review the Department's tabular summaries within five (5) business days.
 - 24.6.2. Completeness: submitted data must represent at least ninety-eight percent (98%) of billable services provided, and ninety-eight percent (98%) individuals served by the Contractor.
 - 24.6.3. Accuracy: submitted service and member data shall conform to submission requirements for at least ninety-eight percent (98%) of the records, and one-hundred percent One-hundred percent (100%) of unique member identifiers shall be accurate and valid.
- 24.7. The Department may waive requirements for fields in Phoenix on a case by case basis through a written waiver communication that specifies the items being waived. In all circumstances:
 - 24.7.1. The waiver length shall not exceed 180 days.
 - 24.7.2. Where the Contractor fails to meet standards, the Contractor shall submit a corrective action plan within thirty (30) calendar days of being notified of an issue.
 - 24.7.3. After approval of the corrective action plan, the Contractor shall implement the plan.
 - 24.7.4. Failure of the Contractor to implement the plan may require:
 - 24.7.4.1. Another plan; or
 - 24.7.4.2. Other remedies, as specified by the Department.
- 25. **Behavioral Health Services Information System (BHSIS)**
 - 25.1. The Contractor may receive funding for data infrastructure projects or activities, depending upon the receipt of federal funds and the criteria for use of those funds, as specified by the federal government. The Contractor shall ensure funding-specific activities include:

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25.2. Identification of costs associated with client-level Phoenix and CANS/ANSA databases including, but not limited to:

25.2.1. Rewrites to database and/or submittal routines.

25.2.2. Information Technology (IT) staff time used for re-writing, testing or validating data.

25.2.3. Software and/or training purchased to improve data collection.

25.2.4. Staff training for collecting new data elements.

25.2.5. Development of any other BMHS-requested data reporting system.

25.3. Progress Reports from the Contractor that:

25.3.1. Outline activities related to Phoenix database;

25.3.2. Include any costs for software, scheduled staff trainings; and

25.3.3. Include progress to meet anticipated deadlines as specified.

26. Deaf Services

26.1. The Contractor shall work with the Deaf Services Team, employed by Region 6, for all individuals seeking services who would benefit from receiving treatment in American Sign Language (ASL) or from staff who are specially trained to work with the deaf and hard of hearing population.

26.2. The Contractor shall work with the Deaf Services Team in Region 6 for consultation for disposition and treatment planning, as appropriate.

26.3. The Contractor shall ensure treatment plans take the importance of access to culturally and linguistically appropriate services on treatment outcomes into consideration.

26.4. The Contractor shall ensure services are client-directed, which may result in:

26.4.1. Clients being seen only by the Deaf Services Team through CMHC Region 6;

26.4.2. Care being shared across the regions; or

26.4.3. The individual's local CMHC providing care after consultation with the Deaf Services Team.

27. Community Partners- "Northam House":

27.1. The Contractor shall operate a three (3) bed community residential program located at 83 County Farm Cross Rd, Dover, NH for individuals age 18 years and older who:

27.1.1. Have a dual diagnosis of SMI/SPMI and a developmental disability and/or acquired brain disorder;

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- 27.1.2. Are determined eligible for community mental health services;
- 27.1.3. Have been determined eligible for the Developmental Disabilities 1915(c) waiver;
- 27.1.4. No longer meet the level of care provided by New Hampshire Hospital (NHH) or a Designated Receiving Facility (DRF), but require extensive support and rehabilitation to successfully transition from New Hampshire Hospital (NHH) or a Designated Receiving Facility (DRF) before moving to less restrictive alternatives in the community of their choice.
- 27.2. The Contractor shall accept referrals from NHH, DRFs, and the CMHCs, as approved by the Department prior to placement.
- 27.3. The Contractor shall maintain the appropriate certifications to operate the facility pursuant to New Hampshire Administrative Rule He-M 1001, Certification Standards for Developmental Services Community Residences and/or New Hampshire Administrative Rule He-M 1002, Certification Standards for Behavioral Health Community Residences.
- 27.4. The Contractor shall provide residential and wrap-around services in accordance with appropriate NH Administrative Rule He-M 202, Rights Protection Procedures for Developmental Services, NH Administrative Rule He-M 204, Rights Protection Procedures for Mental Health Services, NH Administrative Rule He-M 309, Rights of Persons Receiving Mental Health Services in the Community, NH Administrative Rule He-M 310, Rights of Persons Receiving Developmental Services or Acquired Brain Disorder Services in the Community NH Administrative Rule He-M 400, Community Mental Health, and NH Administrative Rule He-M 500, Developmental Services.
- 27.5. The Contractor shall conduct an Adult Needs and Strengths Assessment (ANSA) for each individual, as well as enter results into the Department's data collection system as follows:
 - 27.5.1. Upon admission to the program;
 - 27.5.2. Ninety (90) days after admission as part of the individual service plan review;
 - 27.5.3. Every six (6) months after admission; and
 - 27.5.4. Annually after the first year from the date of the initial assessment.
- 27.6. The Contractor shall develop a recovery-oriented individual service plan for each individual.
- 27.7. The Contractor shall provide comprehensive individualized services and assessments to each individual that include, but are not be limited to:

Behavioral Health & Developmental
Services of Strafford County, Inc.
d/b/a Community Partners of Strafford County

Exhibit A – Amendment #2 Contractor

Initials R.B.

6/11/2021

Date _____

**New Hampshire Department of Health and Human Services
Mental Health Services**



Exhibit A Amendment #2

- 27.7.1. Case Management.
- 27.7.2. Evidence Based Practices , which may include but are not limited to:
 - 27.7.2.1. Illness Management and Recovery.
 - 27.7.2.2. Family Psychoeducation.
 - 27.7.2.3. Integrated Treatment for Co-occurring Disorders.
- 27.7.3. Behavioral Assessment and Planning.
- 27.7.4. Cognitive behavior strategies.
- 27.7.5. Wellness Management
- 27.7.6. InShape Program.
- 27.7.7. Individual and group therapeutic services.
- 27.7.8. Medication management and education.
- 27.7.9. Nursing support.
- 27.7.10. Psychiatric services including yearly assessments.
- 27.7.11. Supported employment.
- 27.7.12. Peer support.
- 27.7.13. Emergency Services and Crisis Management.
- 27.8. The Contractor shall ensure formal referral, admissions, evaluation, and discharge processes are approved by the Department and include, but are not limited to discharge planning that begins at admission ensuring the individual works with the team to identify and create a transitional "Path to Success" map, which identifies person-centered indicators that demonstrate readiness for transition and discharge to a less restrictive environment.
- 27.9. The Contractor shall provide a written discharge plan that includes but is not limited to:
 - 27.9.1. Evaluation of the individual's current situation.
 - 27.9.2. Status of the individual's current mental health or healthcare and transition plan for the individual's transition into another service intensity level of care within supportive housing, or a transition to a less restrictive environment or more intensive environment, as appropriate, to meet the individual's care needs.
 - 27.9.3. Development and implementation of a collaborative relationship with the community mental health center and natural supports.

Behavioral Health & Developmental
Services of Strafford County, Inc.
d/b/a Community Partners of Strafford County

Exhibit A – Amendment #2 Contractor

Initials

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Date

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Mental Health Services**



Exhibit A Amendment #2

- including family, to develop treatment plans designed to return each client to the community.
- 27.9.4. Involvement the individual's family and/or natural supports to support integration into the community, with the individual's consent.
 - 27.9.5. Identification of any barriers to placement in the community and development of a plan to overcome those barriers, with an emphasis on the interventions necessary to promote more opportunities for community integration.
- 27.10. The Contractor shall provide documentation of performance measures on a quarterly basis or through yearly chart audits, which include but are not limited to:
- 27.10.1. The number of individuals admitted and discharged during that time period.
 - 27.10.2. Any waitlist times.
 - 27.10.3. Readmission rates to both NHH and emergency departments for individuals being served.
 - 27.10.4. The individual's progress towards independent living that includes but in not limited to
 - 27.10.5. Medication issues.
 - 27.10.6. Problematic behaviors.
 - 27.10.7. Sentinel events.
 - 27.10.8. Employment and smoking status upon entry and exit.
 - 27.10.9. Time for individuals to transition from the program to other community based living.
 - 27.10.10. Evidence of the individual's involvement in development of their service plan and crisis/safety plan.
 - 27.10.11. Where individuals were discharged, and what services were in place upon discharge.

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



Method and Conditions Precedent to Payment

1. This Agreement is funded by:
 - 1.1. 13.93%, ProHealth NH: New Hampshire Partnerships to Improve Health & Wellness for Young People with SED and SMI, as awarded on 6/10/2020, by the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, CFDA# 93.243, FAIN# H79SM080245.
 - 1.2. 85.33% General funds.
 - 1.3. 0.74% Other funds; Behavioral Health Services Information System (BHSIS). U.S. Department of Health and Human Services.
2. For the purposes of this Agreement:
 - 2.1. The Department has identified the Contractor as a Subrecipient, in accordance with 2 CFR 200.331.
 - 2.2. The Department has identified this Agreement as NON-R&D, in accordance with 2 CFR §200.332.
3. The State shall pay the Contractor an amount not to exceed the Price Limitation, specified in Form P-37, General Provisions, Block 1.8 for the services provided by the Contractor pursuant to Exhibit A, Amendment #2 Scope of Services.
4. The Contractor agrees to provide the services in Exhibit A, Amendment #2 Scope of Services in compliance with funding requirements.
5. The Contractor shall provide a Revenue and Expense Budget on a Department-provided template, within twenty (20) business days from the contract effective date, for Department approval.
6. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.
7. Mental Health Services provided by the Contractor shall be paid by the New Hampshire Department of Health and Human Services as follows:
 - 7.1. For Medicaid enrolled individuals:
 - 7.1.1. Medicaid Care Management: If enrolled with a Managed Care Organization (MCO), the Contractor shall be paid in accordance with its contract with the MCO.
 - 7.1.2. Medicaid Fee for Service: The Contractor shall bill Medicaid for services on the Fee for Service (FFS) schedule.
 - 7.2. For individuals with other insurance or payors:
 - 7.2.1. The Contractor shall directly bill the other insurance or payors:
8. All Medicaid/MCO invoicing shall follow billing and coding requirements outlined by the Department when appropriate. For the purpose of Medicaid billing and all other reporting requirements, a Unit of Service is defined as fifteen (15) minutes. The Contractor shall report and bill in whole units. The intervals of time in the below table define how many units to report or bill.

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**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



Direct Service Time Intervals	Unit Equivalent
0-7 minutes	0 units
8-22 minutes	1 unit
23-37 minutes	2 units
38-52 minutes	3 units
53-60 minutes	4 units

9. Other Contract Programs:

9.1. The table below summarizes the other contract programs and their maximum allowable amounts.

Program to be Funded	SFY2018 Amount	SFY2019 Amount	SFY2020 Amount	SFY2021 Amount	SFY2022 Amount
Div. for Children Youth and Families (DCYF) Consultation	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770
Emergency Services	\$ 84,598	\$ 84,598	\$ 84,598	\$ 84,598	\$ 84,598
Crisis Service Transformation Including Mobile Crisis (effective SFY 22)		-	-	-	\$1,091,496
Assertive Community Treatment Team (ACT) - Adults	\$ 225,000	\$ 225,000	\$ 225,000	\$225,000	\$ 225,000
ACT Enhancement Payments		\$ 25,000	-	-	\$ 12,500
Behavioral Health Services Information System (BHSIS)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Modular Approach to Therapy for Children with Anxiety, Depression, Trauma or Conduct Problems (MATCH)		\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
Rehabilitation for Empowerment, Education and Work (RENEW)	\$ 3,945	\$ 3,945	\$ 6,000	\$ 6,000	\$ 6,000
Housing Bridge Start Up Funding		\$ 25,000	-	-	-
General Training Funding		\$ 10,000	-	-	\$ 5,000
System Upgrade Funding		\$ 30,000	-	-	\$ 15,000
VR Work Incentives		-	-	-	\$ 80,000
System of Care 2.0		-	-	-	\$ 5,300
Specialty Residential Funding		-	-	-	\$ 175,533
ProHealth NH Grant		-	-	-	\$468,428
Total	\$ 320,313	\$ 414,313	\$ 327,368	\$327,368	\$2,185,625

9.2. Payment for each contracted service in the above table shall be made on a cost reimbursement basis only, for allowable expenses and in accordance with the Department approved individual program budgets.

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**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



- 9.2.1. The Contractor shall provide invoices on Department supplied forms.
- 9.2.2. The Contractor shall provide supporting documentation to support evidence of actual expenditures, in accordance with the Department approved Revenue and Expense budgets.
- 9.2.3. Allowable costs and expenses shall be determined by the Department in accordance with applicable state and federal laws and regulations.
- 9.3. Failure to expend Program funds as directed may, at the discretion of the Department, result in financial penalties not greater than the amount of the directed expenditure.
- 9.4. The Contractor shall submit an invoice for each program above by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoice must be submitted to:
- Financial Manager
Bureau of Behavioral Health
Department of Health and Human Services
105 Pleasant Street, Main Building
Concord, NH 03301
- 9.5. The State shall make payment to the Contractor within thirty (30) days of receipt of each Department-approved invoice for Contractor services provided pursuant to this Agreement.
- 9.6. Division for Children, Youth, and Families (DCYF) Consultation: The Contractor shall be reimbursed at a rate of \$73.75 per hour for a maximum of two (2) hours per month for each of the twelve (12) months in the fiscal year for services outlines in Exhibit A, Amendment #2 Scope of Services Division for Children, Youth, and Families (DCYF).
- 9.7. Emergency Services: The Department shall reimburse the Contractor only for those Emergency Services provided to clients defined in Exhibit A, Amendment #2 Scope of Services, Provision of Crisis Services. Effective July 1, 2021 the Contractor shall bill and seek reimbursement for mobile crisis services provided to individuals pursuant to this Agreement as follows:
- 9.7.1. For Medicaid enrolled individuals through the Department Medicaid Fee for Service program in accordance with the current, publically posted Fee for Service (FFS) schedule.
- 9.7.2. For Managed Care Organization enrolled individuals the Contractor shall be reimbursed pursuant to the Contractor's agreement with the applicable Managed Care Organization for such services.
- 9.7.3. For individuals with other health insurance or other coverage for the services they receive, the Contractor will directly bill the other insurance or payors.
- 9.7.4. For individuals without health insurance or other coverage for the services they receive, and for operational costs contained in Exhibits B, Amendment #2 Method and Conditions Precedent to Payment or which the Contractor cannot otherwise seek reimbursement from an insurance or third-party payer, the Contractor will directly bill the Department to access contract funds provided through this Agreement.

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**New Hampshire Department of Health and Human Services
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9.7.4.1. Invoices of this nature shall include general ledger detail indicating the Department is only being invoiced for net expenses, shall only be reimbursed up to the current Medicaid rate for the services provided and contain the following items for each client and line item of service:

9.7.4.1.1. First and last name of client:

9.7.4.1.2. Date of birth.

9.7.4.1.3. Medicaid ID Number.

9.7.4.1.4. Date of Service identifying date, units, and any possible third party reimbursement received.

9.7.5. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in the Department-approved budget.

9.7.5.1. The Contractor shall provide a Mobile Crisis Budget within twenty (20) business days from the contract effective date on a Department-provided template for Department approval.

9.7.5.2. Law enforcement is not an authorized expense.

9.8. Crisis Services Transformation Including Mobile Crisis: Funding is subject to the transformation of crisis services as evidenced by achieving milestones identified in the transition plan in Exhibit A, Amendment #2 Scope of Services, and subject to the terms as outlined above.

9.9. Crisis Transformation Startup Funds: Payment for start-up period expenses incurred by the Contractor shall be made by the Department based on the start-up amount of **\$108,000**; the total of all such payments shall not exceed the specified start-up amount total and shall not exceed the total expenses actually incurred by the Contractor for the start-up period. All Department payments to the Contractor for the start-up period shall be made on a cost reimbursement basis.

Startup Cost	Total Cost
Recruitment Startup	\$50,000
IT Equipment, Supplies, & Consultation	\$57,000
General Supplies	\$1,000

9.10. Assertive Community Treatment Team (ACT) Adults: The contractor shall be paid based on an activity and general payment as outlined below. Funds support programming and staffing defined in Exhibit A, Adult Assertive Community Treatment (ACT) Teams.

ACT Costs	INVOICE TYPE	TOTAL COST
Invoice based payments on invoice	Programmatic costs as outlined on invoice by month	\$225,000
ACT Enhancements	Agencies may choose one of the following for a total of five (5) one (1) time payments of \$5,000.00. Each item may only be reported on one (1) time for payment.	\$25,000 in SFY 2019; \$12,500 per SFY for 2022

**New Hampshire Department of Health and Human Services
Mental Health Services**

Exhibit B Amendment #2



	<ol style="list-style-type: none"> 1. Agency employs a minimum of .5 Psychiatrist on Team based on SFY 19 and 20 Fidelity Review. 2. Agency receives a four (4) or higher score on their SFY 19 and 20 Fidelity Review for Consumer on Team, Nurse on Team, SAS on Team, SE on Team, or Responsibility for crisis services. <p>ACT Incentives may be drawn down upon completion of the CMHC FY22 Fidelity Review. \$6,250 may be drawn down for each incentive to include; intensity and frequency of individualized client care to total \$12,500.</p> <p>Intensity of services must be measured between 50-84 minutes of services per client per week on average. Frequency of service for an individual must be between 2-3 times per client per week.</p>	
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9.11. Behavioral Health Services Information System (BHSIS): Funds to be used for items outlined in Exhibit A, Amendment #2 Scope of Services.

9.12. MATCH: Funds to be used to support services and trainings outlined in Exhibit A, Amendment #2, Scope of Services. The breakdown of this funding per SFY effective SFY 2020 is outlined below.

TRAC COSTS	CERTIFICATION RECERTIFICATION	OR TOTAL COST
\$2,500	\$250/Person X 10 People = \$2,500	\$5,000

9.13. RENEW Sustainability Continuation: The Department shall reimburse the Contractor for RENEW Activities outlined in Exhibit A, Amendment #2 Scope of Services RENEW Sustainability. RENEW costs will be billed on green sheets and will have detailed information regarding the expense associated with each of the following items, not to exceed **\$6,000** annually. Funding can be used for training of new facilitators; training for an internal coach; coaching Institute On Disability for facilitators, coach, and implementation teams; and travel costs.

9.14. Housing Support Services including Bridge and Transitional Housing Services: The Contractor shall be paid based on an activity and general payment as outlined below. Funds to be used for the provision of services as outlined in Exhibit A, Amendment #2, Scope of Services, effective upon Governor and Executive Council approval of this Amendment.

Housing Services Costs	INVOICE TYPE	TOTAL COST
Hire of a designated housing support staff	One-time payment	\$15,000
Direct contact with each individual receiving supported housing services in catchment area as defined in Exhibit A, Amendment #2	One-time payment	\$10,000

**New Hampshire Department of Health and Human Services
Mental Health Services****Exhibit B Amendment #2**

- 9.15. General Training Funding: Funds are available in SFY 2019 and SFY 2022 to support any general training needs for staff. Focus should be on trainings needed to retain current staff or trainings needed to obtain staff for vacant positions.
- 9.16. System Upgrade Funding: Funds are available in SFY 2019 and SFY 2022 to support software, hardware, and data upgrades to support items outlined in Exhibit A, Amendment #2, Scope of Services, Data Reporting. Funds may also be used to support system upgrades to ensure accurate insurance billing occurs as outlined in Exhibit B, Amendment #2, Methods and Conditions Precedent to Payment, ensuring invoices specify purpose for use of funds.
- 9.17. ProHealth: Payment for ProHealth services shall be made monthly as follows:
- 9.17.1. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of programming as outlined in Exhibit A, Amendment #2 Scope of Services, and shall be in accordance with Department-approved budgets.
- 9.17.2. The Contractor shall submit invoices in a form satisfactory to the State by the twentieth (20th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month. The invoices must be completed, signed, dated and returned to the Department in order to initiate payment.
- 9.17.3. The Contractor agrees to keep records of their activities related to Department programs and services.
- 9.17.4. The Contractor shall provide a ProHealth Budget utilizing Department-provided budget templates within twenty (20) business days from the contract effective date, for Department approval.
- 9.18. System of Care 2.0: Funds are available in SFY 2022 to support associated program expenses as outlined in the budget table below.

Clinical training for expansion of MATCH-ADTC (Modular Approach to Therapy for Children with Anxiety, Depression, Trauma, or Conduct Problems) program	\$5,000
Indirect Costs (not to exceed 6%)	\$300
Total	\$5,300

10. Notwithstanding paragraph 18 of the General Provisions of this Agreement P-37, an amendment limited to the adjustment of the amounts between budget line items and/or State Fiscal Years, related items, and amendments of related budget exhibits, and within the price limitation, can be made by written agreement of both parties and may be made without obtaining approval of Governor and Executive Council.

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all non-public information owned, managed, created, received for or on behalf of, the Department that is protected by information security, privacy or confidentiality rules, Agreement and state and federal laws or policy. This information may include but is not limited to, derivative data, Protected Health Information (PHI), Personally Identifiable Information (PII), Substance Use Disorder Information (SUD), Federal Tax Information, Social Security Administration, and CJIS (Criminal Justice Information Services) data, including the copy of information submitted known as the Phoenix Data. Confidential Information or Confidential Data shall not include medical records produced and maintained by the contractor in the course of their practice or information owned by the patient/client. Contractor shall be solely responsible for the administration and secure maintenance of such medical and other records produced and maintained by the contractor
4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives Confidential Data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or Confidential data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that Confidential Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees Confidential Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the Confidential Data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting Confidential Data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via *certified* ground mail within the continental U.S. and when sent to a named individual.
7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.

10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the Confidential Data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless, otherwise required by law or permitted under this Contract. If it is infeasible to return or destroy the Confidential Data, protections pursuant to this Information Security Requirements Exhibit survive this contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process Confidential Data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2
5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



infrastructure.

B. Disposition

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such Confidential Data upon request or contract termination; and will obtain written certification for any State of New Hampshire Confidential Data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire Confidential Data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the Confidential Data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate Confidential Data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the Confidential Data received under this Contract, and any derivative data or files, as follows:
 1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
 2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
 3. The Contractor will maintain appropriate authentication and access controls to

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



contractor systems that collect, transmit, or store Department confidential information where applicable.

4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. Omitted.
10. The Contractor will not store, knowingly or unknowingly, any Confidential Data or State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express written consent is obtained from the Information Security Office leadership member within the Department.
11. Data Security Breach Liability. In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the

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New Hampshire Department of Health and Human Services

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DHHS Information Security Requirements



level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.

13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doi/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer and the State's Security Officer of any security breach immediately, at the email addresses provided in Section VI. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:
 - a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
 - b. safeguard this information at all times.
 - c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
 - d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
 - e. limit disclosure of the Confidential Information to the extent permitted by law.
 - f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
 - g. only authorized End Users may transmit the Confidential Data, including any

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New Hampshire Department of Health and Human Services

Exhibit K, Amendment #2

DHHS Information Security Requirements



derivative files containing personally identifiable information, and in all cases, such Confidential Data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.

- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer and Security Officer of any Security Incidents and Breaches immediately, at the email addresses provided in Section VI.

The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

- 1. Identify Incidents;
- 2. Determine if personally identifiable information is involved in Incidents;
- 3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
- 4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
- 5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options, and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

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New Hampshire Department of Health and Human Services
Exhibit K, Amendment #2
DHHS Information Security Requirements



VI. PERSONS TO CONTACT

A. DHHS Privacy Officer:

DHHSPrivacyOfficer@dhhs.nh.gov

B. DHHS Security Officer:

DHHSInformationSecurityOffice@dhhs.nh.gov



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 13, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into sole source amendments with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, by increasing the price limitation by \$14,764,904 from \$12,939,912 to an amount not to exceed \$27,704,816 in the aggregate, effective July 1, 2019 or upon the date of approval from the Governor and Executive Council, whichever is later, through June 30, 2021. 6% Federal Funds and 94% General Funds.

Vendor	Vendor Code	New Hampshire Locations	Current Budget	Increase/ (Decrease)	Revised Budget
Northern Human Services	177222-B001	Conway	\$783,118	\$1,423,228	\$2,206,346
West Central Services DBA West Central Behavioral Health	177654-B001	Lebanon	\$661,922	\$739,296	\$1,401,218
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	154480-B001	Laconia	\$673,770	\$773,880	\$1,447,650
Riverbend Community Mental Health, Inc.	177192-R001	Concord	\$853,346	\$957,424	\$1,810,770
Monadnock Family Services	177510-B005	Keene	\$806,720	\$895,320	\$1,702,040
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	154112-B001	Nashua	\$2,567,238	\$2,695,374	\$5,262,612

His Excellency, Governor Christopher T. Sununu
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The Mental Health Center of Greater Manchester, Inc.	177184-B001	Manchester	\$3,394,980	\$3,502,298	\$6,897,278
Seacoast Mental Health Center, Inc.	174089-R001	Portsmouth	\$1,771,070	\$1,897,648	\$3,668,718
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	177278-B002	Dover	\$644,626	\$744,736	\$1,389,362
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	174116-R001	Derry	\$783,122	\$1,135,700	\$1,918,822
TOTAL			\$12,939,912	\$14,764,904	\$27,704,816

Funds are available in the following accounts for State Fiscal Year 2019, and are anticipated to be available in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

Please see attached financial detail.

EXPLANATION

These ten (10) contracts are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Department contracts for services through the community mental health centers, which are designated by the Department to serve the towns and cities within a designated geographic region, as outlined in NH Revised Statutes Annotated (RSA) 135-C, and NH Administrative Rule He-M 403. This request, if approved, will allow the Department to provide community mental health services to approximately 45,000 adults, children and families, statewide in New Hampshire.

The ten (10) contracts include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

The Contractors will provide community-based mental health services as identified above to adults, children, and families to build resiliency, promote recovery, reduce inpatient hospital utilization, and improve community tenure. Services include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Illness Management and Recovery, Evidence Based Supported Employment, Assertive Community Treatment (ACT), Projects for Assistance in Transition from Homelessness,

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wraparound services for children, and Community Residential Services. These agreements also include delivery of acute care services to individuals experiencing psychiatric emergencies in a hospital emergency department and awaiting admission to a designated receiving facility. These services are within the scope authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the State's acute care hospitals.

Community Mental Health Services will be provided to individuals enrolled in the State Medicaid plan as well as non-Medicaid clients for related services, including Emergency Services for adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the contracted Managed Care Organizations for clients enrolled in managed care, through Medicaid fee-for-service for clients enrolled as a fee-for-service client, and from third party insurance payers. The contracts do not include funding for Medicaid reimbursement, which is paid outside of these contracts.

In accordance with NH RSA 135-C:7, performance standards are included in the contracts. Those performance standards include individual outcome measures and fiscal integrity measures. The effectiveness of services is measured using the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment, or other approved Evidence Based assessment. These individual level outcome tools measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. Effectiveness and quality of services is also measured through annual Fidelity Reviews for Assertive Community Treatment and Supported Employment. Program-wide annual Quality Service Reviews also take place for adult services. Fidelity and Quality Service Reviews reports are published and each contractor develops quality improvement plans for ongoing program improvement. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured with a focus on timely access to appointments, services, and supports.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

Should the Governor and Executive Council determine not to approve this request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Individuals may experience a relapse of symptoms, seek costly services at hospital emergency departments due to the risk of harm to themselves or others, and may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

Area served: Statewide.

Source of funds: 6% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Title IIID: Preventative Health Money from the Administration for Community Living, Substance Abuse Prevention and Treatment Block Grant and the Behavioral Health Services Information System and 94% General Funds.

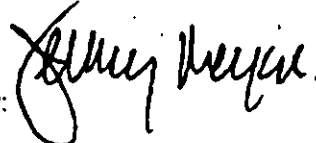
In the event that the Federal or Other Funds become no longer available, additional General

His Excellency, Governor Christopher T. Sununu
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Funds shall not be requested to support these programs.

Respectfully submitted

Approved by:



Jeffrey A. Meyers

Commissioner

Fiscal Details

05-85-82-922010-4117 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$379,249	\$0	\$379,249
2019	102-500731	Contracts for program services	92204117	\$379,249	\$90,000	\$469,249
2020	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
2021	102-500731	Contracts for program services	92204117	\$0	\$845,304	\$845,304
		Subtotal		\$758,498	\$1,380,608	\$2,139,106

West Central Services, Inc (Vendor Code 177654-8001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$322,191	\$0	\$322,191
2019	102-500731	Contracts for program services	92204117	\$322,191	\$90,000	\$412,191
2020	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
2021	102-500731	Contracts for program services	92204117	\$0	\$312,878	\$312,878
		Subtotal		\$644,382	\$715,756	\$1,360,138

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$328,115	\$0	\$328,115
2019	102-500731	Contracts for program services	92204117	\$328,115	\$90,000	\$418,115
2020	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
2021	102-500731	Contracts for program services	92204117	\$0	\$324,170	\$324,170
		Subtotal		\$656,230	\$738,340	\$1,394,570

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$381,653	\$0	\$381,653
2019	102-500731	Contracts for program services	92204117	\$381,653	\$90,000	\$471,653
2020	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
2021	102-500731	Contracts for program services	92204117	\$0	\$237,708	\$237,708
		Subtotal		\$763,306	\$565,416	\$1,328,722

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$357,590	\$0	\$357,590
2019	102-500731	Contracts for program services	92204117	\$357,590	\$90,000	\$447,590
2020	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
2021	102-500731	Contracts for program services	92204117	\$0	\$357,590	\$357,590
		Subtotal		\$715,180	\$805,180	\$1,520,360

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,183,799	\$0	\$1,183,799
2019	102-500731	Contracts for program services	92204117	\$1,183,799	\$90,000	\$1,273,799
2020	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
2021	102-500731	Contracts for program services	92204117	\$0	\$1,039,854	\$1,039,854
		Subtotal		\$2,367,598	\$2,169,708	\$4,537,306

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$1,646,829	\$0	\$1,646,829
2019	102-500731	Contracts for program services	92204117	\$1,646,829	\$90,000	\$1,736,829
2020	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
2021	102-500731	Contracts for program services	92204117	\$0	\$1,642,884	\$1,642,884
		Subtotal		\$3,293,658	\$3,375,768	\$6,669,426

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$748,785	\$0	\$748,785
2019	102-500731	Contracts for program services	92204117	\$748,785	\$90,000	\$838,785
2020	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
2021	102-500731	Contracts for program services	92204117	\$0	\$742,820	\$742,820
Subtotal				\$1,493,530	\$1,575,640	\$3,069,170

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$313,543	\$0	\$313,543
2019	102-500731	Contracts for program services	92204117	\$313,543	\$90,000	\$403,543
2020	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
2021	102-500731	Contracts for program services	92204117	\$0	\$309,598	\$309,598
Subtotal				\$627,086	\$709,196	\$1,336,282

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204117	\$350,791	\$0	\$350,791
2019	102-500731	Contracts for program services	92204117	\$350,791	\$90,000	\$440,791
2020	102-500731	Contracts for program services	92204117	\$0	\$348,848	\$348,848
2021	102-500731	Contracts for program services	92204117	\$0	\$348,848	\$348,848
Subtotal				\$701,582	\$787,696	\$1,489,278
Total CMH Program Support				\$12,021,950	\$12,819,304	\$24,841,254

05-85-92-922010-4120 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% Federal Funds)

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92224120	\$84,000	\$0	\$84,000
2019	102-500731	Contracts for program services	92224120	\$21,500	\$0	\$21,500
2020	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
2021	102-500731	Contracts for program services	92224120	\$0	\$61,162	\$61,162
Subtotal				\$105,500	\$122,324	\$227,824
Total Mental Health Block Grant				\$105,500	\$122,324	\$227,824

05-85-92-922010-4121 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
Subtotal				\$10,000	\$10,000	\$20,000

West Central Services, Inc (Vendor Code 177854-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
Subtotal				\$10,000	\$10,000	\$20,000

Fiscal Details

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-B002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000

Fiscal Details

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2019	102-500731	Contracts for program services	92204121	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92204121	\$0	\$5,000	\$5,000
		Subtotal		\$10,000	\$10,000	\$20,000
Total CMH Program Support				\$100,000	\$100,000	\$200,000

05-85-92-821010-2063 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE (100% General Funds)

Northern Human Services (Vendor Code 177222-B004)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

West Central Services, Inc (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Riverview Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$4,000	\$302,000	\$306,000

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
2021	102-500731	Contracts for program services	92102053	\$0	\$5,000	\$5,000
		Subtotal		\$4,000	\$10,000	\$14,000

Fiscal Details

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
2021	102-500731	Contracts for program services	92102053	\$0	\$151,000	\$151,000
		Subtotal		\$0	\$302,000	\$302,000

The Mental Health Center of Greater Manchester (Vendor Code 177184-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

Behavioral Health & Developmental Services of Strafford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$0	\$0	\$0
2019	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2020	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
2021	102-500731	Contracts for program services	92102053	\$0	\$11,000	\$11,000
		Subtotal		\$4,000	\$22,000	\$26,000

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92102053	\$4,000	\$0	\$4,000
2019	102-500731	Contracts for program services	92102053	\$5,000	\$0	\$5,000
2020	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
2021	102-500731	Contracts for program services	92102053	\$0	\$131,000	\$131,000
		Subtotal		\$9,000	\$262,000	\$271,000
Total System of Care				\$41,000	\$294,000	\$335,000

05-85-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES (100% General Funds)

Northern Human Services (Vendor Code 177222-8004)

PO #1056762

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2019	550-500398	Assessment and Counseling	42105824	\$5,310	\$0	\$5,310
2020	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
2021	550-500398	Assessment and Counseling	42105824	\$0	\$5,310	\$5,310
		Subtotal		\$10,620	\$10,620	\$21,240

Fiscal Details

West Central Services, Inc. (Vendor Code 177654-B001)

PO #1056774

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

The Lakes Region Mental Health Center (Vendor Code 154480-B001)

PO #1056775

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Riverbend Community Mental Health, Inc. (Vendor Code 177182-R001)

PO #1056776

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Monadnock Family Services (Vendor Code 177510-B005)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Community Council of Nashua, NH (Vendor Code 154112-B001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

The Mental Health Center of Greater Manchester (Vendor Code 177184-B001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2019	550-500398	Assessment and Counseling	42105824	\$3,540	\$0	\$3,540
2020	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
2021	550-500398	Assessment and Counseling	42105824	\$0	\$3,540	\$3,540
			Subtotal	\$7,080	\$7,080	\$14,160

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1056785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500398	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500398	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
			Subtotal	\$3,540	\$3,540	\$7,080

Fiscal Details

Behavioral Health & Developmental Services of Stratford County, Inc. (Vendor Code 177278-8002)

PO #1056787

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080

The Mental Health Center for Southern New Hampshire (Vendor Code 174116-R001)

PO #1056788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2019	550-500388	Assessment and Counseling	42105824	\$1,770	\$0	\$1,770
2020	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
2021	550-500388	Assessment and Counseling	42105824	\$0	\$1,770	\$1,770
		Subtotal		\$3,540	\$3,540	\$7,080
Total Child - Family Services				\$48,020	\$48,020	\$12,040

05-85-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, KHS: HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

Riverbend Community Mental Health, Inc. (Vendor Code 177192-R001)

PO #1056778

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2019	102-500731	Contracts for program services	42307150	\$38,250	\$0	\$38,250
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
		Subtotal		\$76,500	\$76,468	\$148,968

Monadnock Family Services (Vendor Code 177510-8005)

PO #1056779

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2019	102-500731	Contracts for program services	42307150	\$37,000	\$0	\$37,000
2020	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
2021	102-500731	Contracts for program services	42307150	\$0	\$33,300	\$33,300
		Subtotal		\$74,000	\$66,600	\$140,600

Community Council of Nashua, NH (Vendor Code 154112-8001)

PO #1056782

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2019	102-500731	Contracts for program services	42307150	\$40,300	\$0	\$40,300
2020	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
2021	102-500731	Contracts for program services	42307150	\$0	\$43,921	\$43,921
		Subtotal		\$80,600	\$87,802	\$168,402

The Mental Health Center of Seacoast (Vendor Code 177154-8001)

PO #1056784

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2019	102-500731	Contracts for program services	42307150	\$40,121	\$0	\$40,121
2020	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
2021	102-500731	Contracts for program services	42307150	\$0	\$43,725	\$43,725
		Subtotal		\$80,242	\$87,450	\$167,692

Fiscal Details

Seacoast Mental Health Center, Inc. (Vendor Code 174089-R001)

PO #1058785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2019	102-500731	Contracts for program services	42307150	\$25,000	\$0	\$25,000
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$50,000	\$76,468	\$126,468

The Mental Health Center for Southern New Hampshire (Vendor Code 174118-R001)

PO #1058788

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2019	102-500731	Contracts for program services	42307150	\$29,500	\$0	\$29,500
2020	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
2021	102-500731	Contracts for program services	42307150	\$0	\$38,234	\$38,234
			Subtotal	\$59,000	\$76,468	\$135,468
Total Child - Family Services				\$418,342	\$471,755	\$887,589

05-95-92-920510-3380 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (97% Federal Funds, 3% General Fund)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1058785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2019	102-500731	Contracts for program services	92058502	\$70,000	\$0	\$70,000
2020	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
2021	102-500731	Contracts for program services	92057502	\$0	\$70,000	\$70,000
			Subtotal	\$140,000	\$140,000	\$280,000
Total Mental Health Block Grant				\$140,000	\$140,000	\$280,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Seacoast Mental Health Center (Vendor Code 174089-R001)

PO #1058785

Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2018	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2019	102-500731	Contracts for program services	48108462	\$35,000	\$0	\$35,000
2020	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
2021	102-500731	Contracts for program services	48108462	\$0	\$35,000	\$35,000
			Subtotal	\$70,000	\$70,000	\$140,000
Total Mental Health Block Grant				\$70,000	\$70,000	\$140,000

Amendment Total Price for All Vendors

\$12,929,912

\$14,764,954

\$27,704,816



Jeffrey A. Sloyers
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF BEHAVIORAL HEALTH

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His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

June 9, 2017
G&C Approved

Date 6/21/17

Mem # Kate O'Brien #A

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Mental Health Services, to enter into sole source Contracts with the ten (10) vendors identified in the table below to provide non-Medicaid community mental health services, in an amount not to exceed \$12,829,412 in the aggregate, effective July 1, 2017, or date of Governor and Council approval through June 30, 2019. Funds are 15.51% Federal Funds, 14% Other Funds, and 84.35% General Funds.

Summary of contracted amounts by vendor:

Vendor	New Hampshire Locations	State Fiscal Year 2018	State Fiscal Year 2019	Total Amount
Northern Human Services	Conway	\$ 393,559	\$ 389,559	\$ 783,118
West Central Services DBA West Central Behavioral Health	Lebanon	\$ 328,961	\$ 332,961	\$ 661,922
The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health	Laconia	\$ 334,885	\$ 332,585	\$ 667,470
Riverbend Community Mental Health, Inc.	Concord	\$ 424,673	\$ 428,673	\$ 853,346
Monadnock Family Services	Keene	\$ 401,360	\$ 405,360	\$ 806,720
Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at Community Council	Nashua	\$1,220,868	\$1,220,868	\$ 2,441,736
The Mental Health Center of Greater Manchester, Inc.	Manchester	\$1,699,490	\$1,695,490	\$ 3,394,980
Seacoast Mental Health Center, Inc.	Portsmouth	\$ 887,535	\$ 883,535	\$ 1,771,070
Behavioral Health & Developmental Svs of Strafford County, Inc., DBA Community Partners of Strafford County	Dover	\$ 320,313	\$ 324,313	\$ 644,626
The Mental Health Center for Southern New Hampshire DBA CLM Center for Life Management	Derry	\$ 391,061	\$ 387,061	\$ 778,122
TOTAL		\$6,412,706	\$6,416,706	\$12,829,412

Please see attached financial detail.

Funds are anticipated to be available in State Fiscal Years 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 2 of 3

EXPLANATION

These ten (10) agreements are sole source because community mental health services are not subject to the competitive bidding requirement of NH Administrative Rule ADM 601.03. The Bureau of Mental Health Services contracts for services through the community mental health centers which are designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and NH Administrative Rule He-M 403.

These ten (10) agreements include provisions for:

- Mental health services required per NH RSA 135-C and in accordance with State regulations applicable to the State mental health system, including NH Administrative Rules He-M 401 Eligibility Determination and Individual Service Planning, He-M 403 Approval and Operation of Community Mental Health Programs, He-M 408 Clinical Records, and He-M 426 Community Mental Health Services; and
- Compliance with and funding for the Community Mental Health Agreement (CMHA)

Approval of these ten (10) contracts will allow the Department to continue to provide community mental health services for approximately 45,000 adults, children and families in New Hampshire. The Contractors will provide community mental health services as identified above and additional services such as Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services.

Community mental health services are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. These agreements include new provisions to ensure individuals experiencing a psychiatric emergency in a hospital emergency department setting receive mental health services to address their acute needs while waiting for admission to a designated receiving facility. The services are within the scope of those authorized under NH Administrative Rule He-M 426, are consistent with the goals of the NH Building Capacity for Transformation, Section 1115 Waiver, and focus significantly on care coordination and collaborative relationship building with the state's acute care hospitals.

Community Mental Health Services will be provided to Medicaid clients and non-Medicaid clients for related services, including Emergency Services to adults, children and families without insurance. The Contractors will seek reimbursement for Medicaid services through an agreement with the Managed Care contractors when a client is enrolled in managed care, through Medicaid fee-for-service when a client is enrolled as a fee-for-service client, and from third party insurance payers. The Contracts do not include funding for the Medicaid dollars as they are not paid for through these contracts. The Contracts include funding for the other non-Medicaid billable community mental health services, such as Adult and Children Assertive Community Treatment teams, Projects for Assistance in Transition from Homelessness, rental housing subsidies, and emergency services.

His Excellency, Governor Christopher T. Sununu
and His Honorable Council
Page 3 of 3

Should Governor and Executive Council determine not to approve this Request, approximately 45,000 adults, children and families in the state may not receive community mental health services as required by NH RSA 135-C:13. Many of these individuals may experience a relapse of symptoms. They may seek costly services at hospital emergency departments due to the risk of harm to themselves or others and may be at significant risk without treatment or interventions. These individuals may also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. Each contractor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

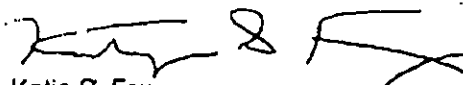
All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: 15.51% Federal Funds from the US Department of Health and Human Services, Projects for Assistance in Transition from Homelessness, Balancing Incentive Program, Title IIID: Preventative Health Money from the Administration for Community Living, and Substance Abuse Prevention and Treatment Block Grant, 14% Other Funds from Behavioral Health Services Information System, and 64.35% General Funds.

In the event that the Federal or Other Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted



Katja S. Fox
Director

Approved by: 

Jeffrey A. Meyers
Commissioner

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-922010-4117, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, CMH PROGRAM SUPPORT
88.2% General Funds; 11.65% Federal Funds; .15% Other

CFDA # 93.778
FAIN 1705NH5MAP
Vendor # 177222

Northern Human Services

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	379,249
2019	102/500731	Contracts for Program Services	TBD	379,249
		Sub Total		758,498

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	322,191
2019	102/500731	Contracts for Program Services	TBD	322,191
		Sub Total		644,382

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	328,115
2019	102/500731	Contracts for Program Services	TBD	328,115
		Sub Total		656,230

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	381,653
2019	102/500731	Contracts for Program Services	TBD	381,653
		Sub Total		763,306

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	357,590
2019	102/500731	Contracts for Program Services	TBD	357,590
		Sub Total		715,180

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at

Vendor # 154112

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,153,799
2019	102/500731	Contracts for Program Services	TBD	1,183,799
		Sub Total		2,367,598

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	1,646,829
2019	102/500731	Contracts for Program Services	TBD	1,646,829
		Sub Total		3,293,658

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	746,765
2019	102/500731	Contracts for Program Services	TBD	746,765
		Sub Total		1,493,530

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community				Vendor # 177278
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	313,543
2019	102/500731	Contracts for Program Services	TBD	313,543
		Sub Total		627,086

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	TBD	350,791
2019	102/500731	Contracts for Program Services	TBD	350,791
		Sub Total		701,582
		SUB TOTAL		12,021,050

05-95-92-922010-4121-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH DATA COLLECTION

100% Federal Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92204121	5,000
2019	102/500731	Contracts for Program Services	92204121	5,000
		Sub Total		10,000
		SUB TOTAL		100,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

05-95-92-921010-2053-102-500731, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT
OF, HHS: BEHAVIORAL HEALTH DIV, BUR FOR CHILDRENS BEHAVRL HLTH, SYSTEM OF CARE
100% General Funds

CFDA #

N/A

FAIN

N/A

Northern Human Services

Vendor # 177222

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

West Central Svcs, Inc., DBA West Behavioral Health

Vendor # 177654

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Lakes Region Mental Health Center., Inc. DBA Genesis Behavioral Health

Vendor # 154480

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Riverbend Community Mental Health, Inc.

Vendor # 177192

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

Monadnock Family Services

Vendor # 177510

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

The Mental Health Center of Greater Manchester, Inc.

Vendor # 177184

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	-
		Sub Total		4,000

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community

Vendor # 177278

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92102053	-
2019	102/500731	Contracts for Program Services	92102053	4,000
		Sub Total		4,000

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life				Vendor # 174116
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2018	102/500731	Contracts for Program Services	92102053	4,000
2019	102/500731	Contracts for Program Services	92102053	
		Sub Total		4,000
		SUB TOTAL		36,000

05-95-42-421010-2958, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, CHILD PROTECTION, CHILD - FAMILY SERVICES
100% General Funds

CFDA #
FAIN

N/A
N/A

Northern Human Services				Vendor # 177222
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	5,310
2019	550/500398	Contracts for Program Services	42105824	5,310
		Sub Total		10,620

West Central Svcs, Inc., DBA West Behavioral Health				Vendor # 177654
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Lakes Region Mental Health Center, Inc. DBA Genesis Behavioral Health				Vendor # 154480
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Riverbend Community Mental Health, Inc.				Vendor # 177192
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Monadnock Family Services				Vendor # 177510
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at				Vendor # 154112
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center of Greater Manchester, Inc.				Vendor # 177184
Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	3,540
2019	550/500398	Contracts for Program Services	42105824	3,540
		Sub Total		7,080

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.**Vendor # 174089**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

Behavioral Health & Developmental Services of Strafford County, Inc. DBA Community**Vendor # 177278**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540

The Mental Health Center for Southern New Hampshire DBA CLM Center for Life**Vendor # 174116**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	550/500398	Contracts for Program Services	42105824	1,770
2019	550/500398	Contracts for Program Services	42105824	1,770
		Sub Total		3,540
		SUB TOTAL		46,020

05-95-42-423010-7926, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
HUMAN SERVICES DIV, HOMELESS & HOUSING, PATH GRANT
100% Federal Funds

CFDA #
FAIN

93.150

SM016030-14

Riverbend Community Mental Health, Inc.**Vendor # 177192**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	36,250
2019	102/500731	Contracts for Program Services	42307150	36,250
		Sub Total		72,500

Monadnock Family Services**Vendor # 177510**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	37,000
2019	102/500731	Contracts for Program Services	42307150	37,000
		Sub Total		74,000

Community Council of Nashua, NH DBA Greater Nashua Mental Health Center at**Vendor # 154112**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,300
2019	102/500731	Contracts for Program Services	42307150	40,300
		Sub Total		80,600

The Mental Health Center of Greater Manchester, Inc.**Vendor # 177184**

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	40,121
2019	102/500731	Contracts for Program Services	42307150	40,121
		Sub Total		80,242

**NH DHHS COMMUNITY MENTAL HEALTH CENTER CONTRACTS
SFY 2018-2019 FINANCIAL DETAIL**

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	25,000
2019	102/500731	Contracts for Program Services	42307150	25,000
		Sub Total		50,000

The Mental Health Center for Southern New Hampshire DBA CLM.Center for Life

Vendor # 174116

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	42307150	29,500
2019	102/500731	Contracts for Program Services	42307150	29,500
		Sub Total		59,000
		SUB TOTAL		416,342

05-95-92-920510-3380, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES
2% General Funds, 98% Federal Funds

CFDA #

93.959

FAIN

T1010035

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	92056502	70,000
2019	102/500731	Contracts for Program Services	92056502	70,000
		SUB TOTAL		140,000

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS
100% Federal Funds

CFDA #

93.043

FAIN

17AANH3PH

Seacoast Mental Health Center, Inc.

Vendor # 174089

Fiscal Year	Class / Account	Class Title	Job Number	Amount
2018	102/500731	Contracts for Program Services	48108462	35,000
2019	102/500731	Contracts for Program Services	48108462	35,000
		SUB TOTAL		70,000
		TOTAL		12,829,412