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March 31, 2014

TO: Each Health Deputy

FROM: Wesley L. Ford, M.A., M.P.H., Director  
Substance Abuse Prevention and Control

*Wesley Ford RL*

SUBJECT: **NOTICE TO TERMINATE CONTRACT WITH VIP DRUG AND ALCOHOL EDUCATION CENTER, INCORPORATED, A DRUG/MEDI-CAL AGENCY**

The Department of Public Health’s (DPH) Substance Abuse Prevention and Control (SAPC) intends to terminate its agreement with VIP Drug and Alcohol and Education Center, Inc. (VIP) for cause, effective immediately. The agency is located at 18417 Nordhoff Street, Unit D, Northridge, California 91325, in the Third Supervisorial District.

During SAPC’s annual program audit of VIP, conducted mid-December 2013 through mid-January 2014, the following serious deficiencies were identified that violated the terms of the agreement:

1. For the second year in a row, counselors with expired counselor registrations were providing services.
2. For the second year in a row, the charts for clients with severe mental health issues did not contain a clearance form from their mental health physician indicating that the client could benefit from treatment.
3. Supervisors failed to review, sign, and date all the treatment plans reviewed by SAPC monitors.
4. Agency allowed individuals who were not registered as program clients to participate in group counseling sessions.
5. Nine treatments plans were back-dated by VIP’s medical director.
6. One pre-generated case review note was signed and dated by both VIP’s primary counselor and supervisor.

Back-dating treatment plans and pre-generating case review notes are grounds for immediate contract termination (June 3, 2010 SAPC memo to Executive Directors DMC Providers, *Conditions for Immediate Contract Termination*).

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These practices and the other deficiencies noted above violate the VIP's contractual obligations to the County and/or State regulations. Accordingly, SAPC will provide notice to VIP that its contract with the County of Los Angeles is terminated.

The contractor was notified by SAPC of the termination on March 31, 2014. SAPC has notified the State Department of Health Care Services of the termination.

If you have any questions or need additional information, please let me know.

WLF:ko

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