

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director

ROBIN KAY, Ph.D.
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director



BOARD OF SUPERVISORS

GLORIA MOLINA
MARK RIDLEY-THOMAS
ZEV YAROSLAVSKY
DON KNABE
MICHAEL D. ANTONOVICH

DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
Fax: (213) 386-1297

March 20, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

24 March 20, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**APPROVAL TO AMEND CONSULTANT SERVICES
AGREEMENT WITH PRACTICEWISE, LLC
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to amend the Consultant Services Agreement with PracticeWise, LLC, for the provision of consultation, technical assistance, and training services as a designated trainer and developer of a Promising Practice program.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute amendment No. 2, in a format substantially similar to Attachment I, to PracticeWise, LLC's (PracticeWise) Consultant Services Agreement No. MH050044, for the provision of training, consultation, and technical assistance for the Department of Mental Health's (DMH) directly operated clinics and contracted agencies' clinicians. The amendment will be effective upon Board approval through June 30, 2013, and will increase PracticeWise's Total Compensation Amount (TCA) by \$1,598,878, from \$3,494,917 to \$5,093,795, fully funded by Mental Health Services Act (MHSA) revenue, which is included in the DMH's Fiscal Year (FY) 2011-12 Final Adopted Budget.
2. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to the Consultant Services Agreement with PracticeWise, and establish as a new TCA the aggregate of the original Agreement and all amendments, and to further amend this Consultant Services Agreement as necessary provided that: 1) the County's total payments to this contract provider for each fiscal year will not exceed an increase of 20 percent from the Board approved TCA; 2) any such increase will be used to provide additional services or to reflect program and/or Board

policy changes; 3) your Board has appropriated sufficient funds for all changes; 4) approval of County Counsel, or designees, is obtained prior to any such amendments; 5) the County and Contractor may, by written amendment, reduce programs or services without reference to the 20 percent limitation and revise the applicable TCA; and 6) the Director, or his designee, notifies your Board and the Chief Executive Officer (CEO) of Agreement changes in writing within 30 days after execution of each amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the requested actions will allow DMH to amend its Consultant Services Agreement with PracticeWise and increase the TCA to provide additional professional development, information resources, and technical assistance services to promote the Managing and Adapting Practice (MAP) program within selected Los Angeles County contracted agencies and directly-operated clinics. Developed by PracticeWise, MAP is one of the Promising Practices (PPs) in the MHSA Prevention and Early Intervention (PEI) Plan that DMH is implementing. Agencies report that MAP captures all the age ranges they serve and covers a wide range of target behaviors. For this reason and staff turnover rate factors, agencies are requesting that additional clinicians be trained in this PP. On June 8, 2011, DMH amended PracticeWise's agreement to increase the TCA up to the previously approved 20 percent delegated authority for the provision of PPs program training and consultation services to directly-operated clinics and contracted agencies clinicians to enhance their service provision to the children and youth population.

The proposed increase to the TCA for PracticeWise exceeds the previously approved 20 percent delegated authority, thus requiring your Board's approval for this amendment.

Implementation of Strategic Plan Goals

The recommended actions are consistent with County's Strategic Plan Goal 4, Health and Mental Health.

FISCAL IMPACT/FINANCING

The total cost of the increase in the TCA for FY 2011-12 is \$1,598,878 and is fully funded by State MHSA revenue. Funding for this amendment is included in the Department's FY 2011-12 Final Budget. Funding for future years will be requested through DMH's annual budget request process.

There is no net County cost impact associated with the recommended actions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 11, 2010, your Board approved the implementation of the delivery of PEI mental health services described in the MHSA PEI Plan by allowing DMH's directly-operated clinics and its contract agencies to provide a broad range of PEI mental health services through 10 PEI Projects composed of 36 Evidence-Based Programs (EBPs) and PPs, 13 Community-Defined Evidence practices in order to mitigate its FY 2009-10 budget shortfall. One of its mitigation strategies was to offer DMH's contractors the opportunity to transform their programs to MHSA PEI services, including the MAP promising practice. For the transformation process, DMH entered into agreements with the EBPs and PPs developers and/or trainers whose programs were selected as an MHSA PEI service to conduct training and provide technical assistance to DMH and contract staff of providers that transformed their services to new PEI programs.

PracticeWise is located at 285 Wilson Avenue, Satellite Beach, FL 32937, and is the exclusive vendor authorized to provide training and distribute online information resources for the MAP. In addition, PracticeWise is the sole source owner and distributor of the Evidence-Based Services Database and Clinical Coding System, which underlie the MAP training curricula and online information resources. These resources involve an extensive proprietary coding procedure to organize information from hundreds of scientific papers studying psychosocial mental health treatments for youth and descriptions of the protocols used for those treatments. Similar data and codes are not available from any other commercial vendor.

MAP is designed to improve the quality, efficiency, and outcomes of children's mental health services by giving administrators and practitioners' easy access to the most current scientific information and by providing user-friendly monitoring tools and clinical protocols. Using an online database, the system can suggest formal EBPs or, alternatively, can provide detailed recommendations about discrete components of evidence-based treatments relevant to a specific youth's characteristics. Whether services are delivered through existing EBPs or assembled from components, the MAP system also adds a unifying evaluation framework to track outcomes and practices.

In accordance with your Board Policy Manual, Section 5.120, Authority to Approve Increases to Board Approved Contract Amounts, DMH notified your Board on January 24, 2012 (Attachment II), of its intent to request delegated authority of more than 10 percent with PracticeWise. This authority will allow DMH greater capacity to amend PracticeWise's Consultant Services Agreement and implement additional training services in a more timely and expeditious manner.

The attached amendment format has been approved as to form by County Counsel. The CEO has been advised of the proposed actions. Administrative staff of DMH will ensure that the consultation services requested are provided and that the Agreement provisions and Departmental policies are being followed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This amendment with PracticeWise will ensure the uninterrupted provision of needed professional development, information resources, and technical assistance services to DMH and its contracted agencies serving the mentally ill population of the Los Angeles County. The synergy of training, consultation, and technical assistance is expected to significantly enhance the Department's mental health services provision to the clients being served.

The Honorable Board of Supervisors

3/20/2012

Page 4

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mg Southard". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

MJS:RK:DM:LB

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Chairperson, Mental Health Commission

Attachment I

CONTRACT NO. MH050044

AMENDMENT NO. 2

THIS AMENDMENT is made and entered into this ___ day of _____, 2012, by and between the COUNTY OF LOS ANGELES (hereafter "County") and PRACTICEWISE, LLC (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated November 22, 2010, identified as County Agreement No. MH050044, as subsequently amended (hereafter "Agreement"); and

WHEREAS, for Fiscal Year (FY) 2011-12 through FY 2012-13, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, County and Contractor intend to amend Agreement to increase the Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) funds in the amount of \$1,598,878 to the Total Compensation Amount (TCA). The allocated funds are for the provision of this Promising Practice (PP) program training and consultation services to the Department of Mental Health directly operated clinics and contracted agencies clinicians to enhance their service provision to the children and youth population; and

WHEREAS, for FY 2011-12 through FY 2012-13, the TCA of \$3,494,917 will be increased by \$1,598,878. The revised TCA will be \$5,093,795.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

/

1. Paragraph 5.0 COMPENSATION, Subparagraphs 5.1 and 5.2 shall be deleted in their entirety and replaced by:

“5.0 COMPENSATION:

5.1 In consideration of the performance by Contractor in a manner satisfactory to County of services described in Exhibit A-2 - Statement of Work, Contractor shall be paid in accordance with the Fee Schedules established in Exhibits B, B-1, and B-2. Total compensation for all services furnished hereunder shall not exceed the sum of FIVE MILLION NINETY THREE THOUSAND SEVEN HUNDRED NINETY FIVE DOLLARS (\$5,093,795) for the term of this Agreement. Notwithstanding such limitation of funds, Consultant agrees to satisfactorily complete all work specified in Exhibits A-2, B-1, and B-2 Statement of Work/Fee Schedules. To request payment, Consultant shall present County's Program Manager monthly in arrears invoices accompanied by a statement of the number of hours worked daily by each individual assigned to the project and a report of work completed for the invoice period. This report shall be prepared in a format satisfactory to County's Program Manager or his/her designated representative.

5.2 The Total Compensation Amount for this Agreement shall not exceed FIVE MILLION NINETY THREE THOUSAND SEVEN HUNDRED NINETY-FIVE DOLLARS (\$5,093,795) for the term of this Agreement. In no event shall County pay Contractor more than this Total Compensation Amount for Contractor's performance hereunder. Payment to Contractor shall be only upon written

approval of the invoice and report by County's Program Manager or his/her designated representative.

Consultant shall submit invoices to:

County of Los Angeles
Department of Mental Health
695 South Vermont Ave., 5th Floor, Suite 500
Los Angeles, CA 90005
ATTN: Christine Bae, Program Manager"

2. Statement of Work Exhibit A – 2, attached hereto and incorporated herein by reference, shall supersede and replace the previously effective Statement of Work, Exhibit A – 1, to the Agreement.
3. An Exhibit B – 2, Fee Schedule attached hereto and incorporated herein by reference, shall be added to the Agreement.
4. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

/

/

/

/

/

/

/

/

/

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
MARVIN J. SOUTHARD, D.S.W.
Director of Mental Health

PRACTICEWISE, LLC
CONTRACTOR

By _____

Name Bruce F. Chorpita, Ph.D.

Title President
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By _____
Chief, Contracts Development
and Administration Division

**STATEMENT OF WORK FOR
PRACTICEWISE, LLC –
MANAGING AND ADAPTING PRACTICE (MAP)
FOR FY 2010-11 THROUGH 2011-12
WITH AN OPTION FOR TWO (2) ONE-YEAR EXTENSIONS**

1. OVERVIEW

A. Mental Health Services Act Prevention and Early Intervention Plan

On August 27, 2009, the Mental Health Services Oversight and Accountability Commission approved the County of Los Angeles Department of Mental Health's (DMH) Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Plan for Los Angeles County. PEI focuses on evidence-based services, education, support, and outreach to help inform and identify those who may be affected by some level of mental health issue. Providing mental health education, outreach and early identification (prior to diagnosis) can mitigate costly negative long-term outcomes for mental health consumers and their families. DMH is currently engaged in planning for the implementation of the PEI Evidence-Based and Promising Practices Programs that are to be implemented throughout Los Angeles County.

B. Managing and Adapting Practice

The Managing and Adapting Practice (MAP) program is designed to improve the quality, efficiency, and outcomes of children's mental health services by giving administrators and practitioners easy access to the most current scientific information and by providing user-friendly monitoring tools and clinical protocols. Using an online database, the MAP program can suggest formal evidence-based programs or, alternatively, can provide detailed recommendations about discrete components of evidence-based treatments relevant to a specific youth's characteristics. Whether services are delivered through existing evidence-based programs or assembled from components, the MAP program also adds a unifying evaluation framework to track outcomes and practices. The current state-of-the-art treatments in behavioral healthcare are evidence-based protocols targeted to defined client problems that are tested through randomized clinical trials.

C. Target Population

The MAP program shall target its services towards children ages 3-18. MAP is intended as a prevention and early intervention strategy for young children (ages 0-5), children (ages 6-15), and transition-age youth (TAY) (ages 16-18) who may be at risk for symptoms of anxiety, depression, inattention, and disruptive behavior, particularly those individuals who are not currently receiving mental health services.

2. DELIVERABLES

PracticeWise shall provide professional development, information resources, and technical assistance services to promote adoption of the MAP program by DMH contract agencies and directly-operated clinics. PracticeWise shall provide professional development, including the Direct Services, Supervision and Consultation, and Training Professional curriculum series, to participants identified by DMH.

I. MAP PracticeWise Professional Development Program

- (A) Direct Services Series – This training teaches mental health professionals to use the MAP program to improve their direct care to clients. The program’s primary aim is for professionals to develop proficiency in the selection, organization, and delivery of common practices used in evidence-based treatments. Training involves review, demonstration, and role play of techniques common among evidence based approaches. Training will also include discussion of treatment plan development, management of clinical interference, and recommended monitoring practices.
- (B) Supervision and Consultation Series – After completion of the Direct Service Training, interested professionals who can train and provide consultation to a minimum of 6 clinicians (within their agency) may enroll in this subsequent training targeted for supervisors. This training covers MAP Therapist development procedures, recommended supervision practices, and supervision process improvement strategies. The training shall include review of the MAP program’s system and tools, and their application to assessment, monitoring, planning, and practice delivery. The training will target supervision and consultation skills including strategies to prepare and motivate others to learn the MAP program; knowledge of the phases of expertise development and factors affecting skill generalization and maintenance; specific techniques; and recommended frameworks for case selection, case review, treatment coordination, and clinical reasoning.
- (C) Training Professional Series – The Training Professional series will be provided as an individualized curriculum based on an apprenticeship model in which prospective Training Professionals act as co-trainers and consultants alone with a PracticeWise training team to deliver the Direct Services curriculum series. Those professionals who meet the highest training standards by completing the Intensive Direct Service Training Program followed by the Trainer Development Program are eligible to become MAP Training Professionals.

II. Information Resources

PracticeWise shall provide access to the MAP online information resources, namely the PracticeWise Evidence-Based Services (PWEBS) application, Practitioner Guides, and Clinical Dashboards. These information resources are used to deliver care with the MAP program and are covered during the Direct Services and Supervision and Consultation training events.

PracticeWise shall also provide 775 paperback copies of the MATCH-ADTC protocol (ISBN/EAN13: 0984311513/9780984311514) and 200 paperback copies of the MATCH-ADTC Spanish language parent handouts (ISBN/EAN13: 0984311521/9780984311521).

III. Technical Assistance

PracticeWise shall arrange for Implementation Support and Program Performance Evaluation based on the Community Development Team (CDT) model. Each CDT series will be provided to a cohort of up to five (5) agencies per series. A total of 95 agencies shall receive technical assistance through the CDT model. Participating agencies will enroll in a CDT series that coincides with the first MAP Direct Service series attended by a trainee from the participating agency. PracticeWise will consult with LAC DMH to identify requirements for managing provider credentials and establish the capacity to deliver a provider registry listing the current status of LAC DMH providers with respect to their MAP Therapist and MAP Agency Supervisor roles.

Deliverables

PracticeWise will provide the following services specified in this Statement of Work (SOW) Exhibit A – 2, Fee Schedules Exhibits B, B-1, and B -2 as follows:

PRACTICEWISE MAP DELIVERABLES	
I. PRACTICEWISE PROFESSIONAL DEVELOPMENT PROGRAM	
A. DIRECT SERVICE SERIES	
<p>1. <u>Five-Day Practitioners Workshop Training</u> PracticeWise shall conduct thirty-eight (38) five-day training workshops for up to twenty-four (24) participants per workshop, for a total of 912 participants. These workshops shall be delivered by two (2) trainers with expertise in evidence-based practices and will cover approximately twenty (20) therapeutic practices common in the treatment of anxiety, depression, inattention, and disruptive behavior (excluding delinquency). Participant transfers or substitutions into a workshop cohort are not allowed once a workshop has begun.</p>	<p>Maximum Allowable Cost shall not exceed: <u>\$1,457,680</u></p>
<p>2. <u>Telephone Consultation</u> PracticeWise shall provide twelve (12) one-hour telephone consultations for each participant regarding implementation of the MAP program, totaling 984 participants (includes 72 participants previously trained in the MAP program). Each participant will be assigned to a call group of approximately eight (8) members, who will take part in a series of twelve (12) one-hour conference calls, spaced approximately two weeks apart (two times per month) over the course of approximately six (6) months. The purpose of the consultation calls is to assist the MAP clinicians with increased guidance and support in their application of MAP techniques. The developer shall follow up each cluster lead monthly to ensure that each cluster is receiving the phone consultations from a MAP trainer.</p>	<p><u>\$793,505</u></p>

PRACTICEWISE MAP DELIVERABLES	
<p>3. <u>Therapist Portfolio Evaluation</u> PracticeWise shall provide review and evaluation one Therapist Portfolio for each of the training participants, when submitted within one year of the first training date, and determination of promotion to MAP Therapist status for the period specified in the MAP PracticeWise Professional Development Program.</p>	No additional costs: included in the training costs in item # I.A.1 above and I.B.3 below
<p>4. <u>Conference Line</u> PracticeWise shall provide a conference line that participants can access.</p>	No additional costs: included in training costs in item # I.A.1 above
<p>5. <u>Additional Consultation Calls</u> PracticeWise shall provide additional telephone consultation calls to participants as needed as determined by DMH and PracticeWise.</p>	Maximum allowable costs for additional consultation calls shall not exceed <u>\$117,117</u>
<p>6. <u>Additional Portfolio Reviews</u> PracticeWise shall provide additional portfolio reviews to participants as needed as determined by DMH and PracticeWise.</p>	Maximum allowable costs for additional portfolio reviews shall not exceed <u>\$15,060</u>
<p>7. <u>One-Day Practitioner Training Conference</u> PracticeWise shall conduct two (2) one-day training conferences for up to five-hundred fifty (550) participants per conference, for a total of 1,100 participants. These conferences shall be delivered by at least three (3) PracticeWise training professionals. The conference will be designed to serve four purposes (i) booster training in the core concepts, processes, and resources of the MAP system for trainees who have completed direct service workshops with PracticeWise or who trained under MAP Agency Supervisors, (ii) booster training in the provision of supervision and consultation services for MAP Agency Supervisors or supervisors-in-training, (iii) introduction to portions of the MAP advanced direct service curriculum for experienced MAP direct service providers and supervisors, and (iv) round table for practitioner review and feedback of the MAP PEI implementation project to-date.</p>	Maximum Allowable Cost shall not exceed: <u>\$56,500</u>
B. SUPERVISION AND CONSULTATION SERIES	
<p>1. <u>Two-day Workshop Supervisors Training</u> PracticeWise shall conduct 16 two-day training workshops for up to twelve (12) Supervisors per workshop. These workshops will be delivered by at least one trainer with expertise in evidence-based practices. A total of 192 supervisors will be trained. Participant transfers or substitutions into a workshop cohort are not allowed once a workshop has begun.</p>	Maximum Allowable Cost shall not exceed: <u>\$659,440</u>
<p>2. <u>Telephone Consultation</u> PracticeWise shall provide six (6) hours of telephone consultation for 192 Supervisors regarding implementation of the MAP program. Each Supervisor shall be assigned to a call group of six (6) members, who will take part in a series of six (6) one-hours conference calls, spaced</p>	<u>\$120,224</u>

PRACTICEWISE MAP DELIVERABLES	
approximately one month apart. Six (6) call groups shall be established.	
<p>3. <u>Supervisor Portfolio Evaluation</u> PracticeWise shall review and evaluate one Supervisor Portfolio for each of the 192 Supervisors submitted within one year of the first training date and determination of promotion to MAP Agency Supervisor status for the period specified in the PracticeWise Professional Development Program, namely two years. Each Supervisor Portfolio review entails evaluation of six (6) Therapist Portfolios for supervisees of the supervisor being evaluated. At the time of this Agreement, the period is two (2) years. Subsequent portfolio reviews that are required to maintain active MAP Agency Supervisor status not covered under this Agreement but are the responsibility of Los Angeles County (LAC) DMH.</p>	No additional costs: included in the training costs in item # I.B.1 above
<p>4. <u>Conference Line.</u> PracticeWise shall provide a conference line that Supervisors will access.</p>	No additional costs: included in the training costs in item # I.B.1 above
<p>5. <u>Supervisors' Licenses.</u> During the period that a Supervisor maintains active MAP Agency Supervisor status, PracticeWise shall make available and grant a license for Supervisors to use the current Direct Service curriculum materials (e.g., slides, handouts, portfolios, etc.) to develop other practitioners in the MAP program as specified in the PracticeWise Professional Development Program. Under this program MAP Agency Supervisors may provide supervision and consultation services to internal customers of their registered agency under their direct supervisory control, to develop MAP support users, who may qualify for promotion to MAP Therapists upon successful completion of a MAP Therapist Portfolio. At the time of this Agreement, Map Agency Supervisors could provide supervision and consultation services to internal customers of their registered agency under their direct supervisory control to develop MAP supported users, who may qualify for promotion to MAP Therapists upon successful completion of a MAP Therapist Portfolio.</p> <p>This Agreement establishes LAC DMH as the registered agency for the Agency Supervisors developed under this Agreement. Accordingly, the scope of practice for these Agency Supervisors is limited to provision of MAP supervision and consultation services to MAP Users under direct supervisory authority within the LAC DMH organization.</p> <p>LAC DMH may make a one-time assignment of the Registered Agency for each Agency Supervisor. For example, LAC DMH may assign the Registered Agency for an Agency Supervisor developed under this Agreement from LA DMH to one of its contracted provider organizations. Accordingly, the scope of practice limitation for a so assigned Agency Supervisor would transfer from LA DMH authority to the provision of MAP supervision and consultation services to MAP Users under direct supervisory authority within the contracted provider organization. Any</p>	No additional costs: included in the training costs in item # I.B.1 above

PRACTICEWISE MAP DELIVERABLES	
subsequent change of Registered Agency for an Agency Supervisor developed under this Agreement will be subject to the terms and fees specified by PracticeWise policy at the time of the requested change of Registered Agency.	
C. TRAINING PROFESSIONAL SERIES	
<p>1. <u>Training</u> PracticeWise shall provide sixteen (16) hours of development activities for four (4) prospective Training Professionals to cover the elements of the advance care curriculum. Each prospective Training Professional will be assigned to a group of up to five (5) members, who will take part in either a series of conference calls or a workshop series.</p>	Maximum Allowable Cost for Training Professional Series: <u>\$59,712</u>
<p>2. <u>Audio Tape Evaluation</u> PracticeWise shall review and evaluation two (2) audio tapes of direct service clinical events delivered by each prospective Training Professional.</p>	No additional costs: included in the training costs in item # I.C.1 above
<p>3. <u>Telephone Consultation</u> PracticeWise shall provide twelve (12) hours of telephone consultation for the two (2) prospective Training Professionals regarding the delivery of advance care, supervision, and consultation using the MAP program. Each Training Professional will be assigned to a call group of up to five (5) members, who will take part in a series of twelve (12) one-hour conference calls, spaced approximately two weeks apart.</p>	No additional costs: included in the training costs in item # I.C.1 above
<p>4. <u>Co-Training</u> PracticeWise shall provide forty (40) hours of co-training in the Direct Services curriculum with a PracticeWise training team, during which each prospective Training Professional delivers at least ten (10) hours of curricular content. The training evaluations for the prospective Training Professional must meet or exceed the PracticeWise performance standards. Only one prospective Training Professional may co-train during a MAP Direct Service training event. Prospective Training Professionals shall be given top priority in the process of selecting co-trainers for training events sponsored by DMH and secondary priority in the process of selecting co-trainers for training events not sponsored by DMH. At the time of this Agreement, the requirement is for average evaluation ratings of 4.5 with no scores below 4.0.</p>	No additional costs: included in the training costs in item # I.C.1 above
<p>5. <u>Training Professional Portfolio Evaluation</u> PracticeWise shall review and evaluate one training Professional Portfolio for each prospective Training Professional submitted within one (1) year of the first training date and determination of promotion to MAP Training Professional status for the period specified in the PracticeWise Professional development Program. Subsequent portfolio reviews that are required to maintain active training professional status are not covered under this Agreement but are the responsibility of LAC DMH.</p>	No additional costs: included in the training costs in item # I.C.1 above

PRACTICEWISE MAP DELIVERABLES	
<p>6. <u>Conference Line</u> PracticeWise shall provide a conference line that prospective Training Professionals can access.</p>	<p>No additional costs: included in the training costs in item # I.C.1 above</p>
<p>7. <u>Training Professional Licenses</u> During the period that a Training Professional maintains active MAP Training Professional status, PracticeWise shall make available and grant a license for the Training Professional to use the current Direct Service curriculum materials (e.g., slides, handouts, portfolios, etc.) to develop other practitioners in the MAP program as specified in the PracticeWise Professional Development Program. At the time of this Agreement, MAP Training Professionals could provide training and portfolio evaluation services to internal customers of their registered agency to develop MAP Therapists and MAP Advanced Therapists.</p> <p>This Agreement establishes LAC DMH as the registered agency for these Training Professionals. Accordingly, the scope of practice for these Training Professionals is limited to provision of MAP professional development activities to LAC DMH directly operated providers and LAC DMH contracted providers while acting in their capacity as representatives of LAC DMH.</p>	<p>No additional costs: included in the training costs in item # I.C.1 above</p>
<p>8. <u>Quarterly Reports</u> PracticeWise shall provide quarterly reports listing the current status of all participants with regard to training events completed and participant status in the MAP Professional Development Program.</p>	<p>No additional costs: included in the training costs in item # I.C.1 above</p>
<p>9. <u>Additional Training Professional co-Training Event</u> PracticeWise shall provide additional Training Professional Co-Training Event as needed as determined by DMH and PracticeWise.</p>	<p>Maximum allowable costs for additional co-training event shall not exceed <u>\$3,102</u></p>
<p>10. <u>Additional Consultation</u> PracticeWise shall provide consultation and support including but not limited to arranging for a prospective training professional selected by LAC DMH to participate in Direct Services and Supervision and Consultation training series in preparation for their development as a LAC DMH MAP training profession.</p>	<p>Maximum Allowable Cost for Additional Consultation: <u>\$180,560</u></p>
II. INFORMATION RESOURCES	

PRACTICEWISE MAP DELIVERABLES	
<p>1. <u>Direct Services Series</u> PracticeWise shall provide 960 participants in the Direct Services Series (includes 48 participants previously trained to the MAP program) with one year of service from the date of the first event in the series. During the one-year service period, all updates to the Information Resources shall be automatically available to participants. PracticeWise will provide agency staff with a one year subscription commencing on the first day of training provided that the agency has signed the PracticeWise User Agreement prior to the beginning of MAP training. It is the responsibility of each agency to pay for any ongoing subscription fees after this first year. The fee for the annual renewal will not exceed \$205 per user for the term of this Consultant Agreement. The actual fee for renewal per agency may be lower than this capped fee depending on the number of agency users enrolled. In addition, PracticeWise shall provide an additional one year of continued service for up to 50 users from LAC DMH.</p>	<p>Maximum Allowable Cost for Information Resources:</p> <p><u>\$183,050</u></p>
<p>2. <u>Supervision and Consultation Series</u> PracticeWise shall provide each supervisor participating in the Supervision and Consultation Series and up to six (6) of their supervisees with one year of service from the date of the first event in the series. During the one-year service period, all updates to the Information Resources shall be automatically available to participants. PracticeWise will provide agency staff with a one year subscription commencing on the first day of training provided that the agency has signed the PracticeWise User Agreement prior to the beginning of MAP training. It is the responsibility of each agency to pay for any ongoing subscription fees after this first year. The fee for the annual renewal will not exceed \$205 per user for the term of this Consultant Agreement. The actual fee for renewal per agency may be lower than this capped fee depending on the number of agency users enrolled.</p>	<p><u>\$235,104</u></p>
<p>3. <u>Training Professional Series</u> PracticeWise shall provide each participant in the Training Professional with one year of service from the date of the first event in the series. During the one-year service period, all updates to the Information Resources shall be automatically available to participants.</p>	<p>No additional costs: included in the training costs in item # 2.1 above</p>
<p>4. <u>MATCH-ADTC Protocol Materials</u> PracticeWise shall provide 775 paperback books of the MATCH-ADTC protocol (ISBN/EAN13: 0984311513 / 9780984311514) 200 paperback copies of the MATCH-ADTC Spanish language parent handouts (ISBN/EAN13: 0984311521/9780984311521).</p>	<p><u>\$87,126</u></p>
III. TECHNICAL ASSISTANCE	

PRACTICEWISE MAP DELIVERABLES	
A. IMPLEMENTATION SUPPORT	
<p>1. <u>Administrator Consultation Calls</u> PracticeWise shall provide twelve (12) telephone consultations for each participating Agency regarding implementation of the MAP program. Each participating agency will be assigned to a call group of up to five (5) agencies, where each of 19 call groups will take part in a series of twelve (12) conference calls up to one (1) hour in duration, spaced approximately one (1) month apart.</p>	<p>Maximum Allowable Cost for Technical Assistance: <u>\$225,720</u></p>
<p>2. <u>Individualized Technical Assistance</u> PracticeWise shall provide up to six (6) hours of telephone consultation for each agency to use as needed for individualized technical assistance.</p>	<p>No additional costs: included in the training costs in item # 3.A.1 above</p>
<p>3. <u>Conference Line</u> PracticeWise shall provide a conference line that agency Administrators may access.</p>	<p>No additional costs: included in the training costs in item # 3.A.1 above</p>
<p>4. <u>Additional Technical Assistance</u> PracticeWise shall provide leadership and support including but not limited to a professional to participate in monthly Technical Assistance coordination calls, participate in at least one Administrator Consultation Call per month, advise as to the coordination of clinical and administrative policies, respond to ad-hoc consultation requests related to policy, standard setting and clarification of interaction of standards across agencies, and disseminate such information across the training team.</p>	<p>Maximum Allowable Cost for Additional Consultation: <u>\$30,700</u></p>
<p>5. <u>Provider Registry</u> PracticeWise will establish the capacity to deliver an online registry listing the current status of LAC DMH providers with respect to their MAP Therapist and MAP Agency Supervisor roles.</p>	<p>Maximum Allowable Cost for Provider Registry: <u>\$30,000</u></p>
B. PROGRAM PERFORMANCE EVALUATION	
<p>1. <u>Data Dictionary</u> The data dictionary shall define the data elements and procedure for gathering the performance data of agencies implementing MAP.</p>	<p><u>\$317,680</u></p>
<p>2. <u>Excel Databases</u> PracticeWise shall prepare and distribute preformatted databases in Excel for each agency to record client-specific outcome data. PracticeWise shall provide the participating Agency MAP teams with instructions on how to enter data into the pre-formatted excel data base during the Administrative Consultation series (MAP Deliverable 3.A.1) or Individualized Technical Assistance (MAP Deliverable 3.A.2) consultations.</p>	<p>No additional costs: included in the training costs in item # 3.B.1 above</p>

PRACTICEWISE MAP DELIVERABLES	
<p>3. <u>Data Collection and Reporting – Year 1</u> LAC DMH directly operated and contracted providers shall be responsible for collecting client-specific outcome data from youth and caregivers and providing this information to PracticeWise in the pre-formatted excel data base files. PracticeWise shall be responsible for gathering these excel data base files from participating Agencies and providing 2 program performance evaluations for Year 1 to the countywide PEI MAP lead in the form of MAP Dashboard Reports (agency-specific, as well as aggregated across all participating agencies). These MAP Dashboard Reports will be generated by data collected from outcome measures given to children and youth and to their parents participating in MAP by staff from participating Agencies in each Call Group. The outcome measure will include the Youth Outcome Questionnaire (YOQ).</p>	<p>No additional costs: included in the training costs in item # 3.B.1 above</p>
<p>4. <u>Data Collection and Reporting – Continuation Year</u> LAC DMH directly operated and contracted providers shall be responsible for collecting client-specific outcome data from youth and caregivers and providing this information to PracticeWise in the pre-formatted excel data base files. PracticeWise shall be responsible for gathering these excel data base files from participating Agencies and providing 2 program performance evaluations for two continuation years to the countywide PEI MAP lead in the form of MAP Dashboard Reports (agency-specific, as well as aggregated across all participating agencies). These MAP Dashboard Reports will be generated by data collected from outcome measures given to children and youth and to their parents participating in MAP by staff from participating Agencies in each Call Group. The outcome measure will include the Youth Outcome Questionnaire (YOQ).</p>	<p style="text-align: center;"><u>\$521,515</u></p>
<p>5. <u>Outcome Measures</u> PracticeWise shall provide the participating Agency MAP teams with information about how to obtain recommended outcome measures which are in the public domain and provide instructions on how to use the measures.</p>	<p>No additional costs: included in the training costs in item # 3.B.1 above</p>

3. EXCLUSIONS

The following services are explicitly excluded as deliverables of this Agreement:

1. Technical Assistance services to LAC DMH or to participating agencies beyond the Implementation Support, and Program Performance Evaluation as described above (e.g., Advanced Implementation Planning, strategic planning, service design, clinical standard setting, information systems design, utilization management, and performance management).
2. Workshop venue and associated venue services (e.g., scheduling, registration, catering, audio-visual services, Internet access, etc.)
3. Performance management or integrity monitoring regarding the use of the MAP program following completion of the standard consultation series included in each curriculum.

4. Assessment instruments and measurement scales for client measurement, outcomes management, or program performance.
5. Provision of computer equipment, software (e.g., Microsoft Windows, Microsoft Office), Internet access, etc. for trainees or MAP users.
6. PracticeWise will not offer Continuing Education Units (CEUs) as part of this Agreement, but will provide trainer vitae and training outlines upon request from LAC DMH.

4. TIMELINE

- A. Services shall commence immediately upon the effective date of this Agreement.
- B. Initial training sessions shall commence immediately and conclude by June 30, 2013.
- C. The Training Professional Series sessions shall commence according to the timeframe determined by PracticeWise and the participant's schedules and conclude according to the timeframe determined by PracticeWise and participant's schedules, conclude within the required timeframe, and shall be agreeable to DMH.
- D. Consultation sessions shall commence with trained participants according to the timeline agreed upon by participants and supervisors and conclude within 18 months after the last training session or the conclusion of this Agreement, whichever is earlier.

5. PAYMENT SCHEDULE

- A. For all services, PracticeWise shall submit monthly invoices for a fixed fee per service event provided under this MAP Training Fee Schedules. PracticeWise shall retain all relevant supporting documents and make them available to DMH at any time for audit purposes. Payment shall be based on the actual service events provided at the fixed rate indicated in the itemized Training Fee Schedules.
- B. Each payment shall be made only upon approval by the designated DMH program representative following review and determination that PracticeWise has satisfactorily performed all tasks in each respective Deliverable as stated in the SOW.
- C. Payment shall be made as indicated in Exhibits B, B-1, and B-2 (Fee Schedules).

**EXHIBIT B-2
FEE SCHEDULE – MANAGING AND ADAPTING PRACTICE (MAP) TRAINING**

PRACTICEWISE, LLC MAP TRAINING FEE SCHEDULE		
1. PROFESSIONAL DEVELOPMENT		
A. Direct Services Training Series		
Capacity (Number of Attendees per Session)	24	
Number of Workshops	16	
Total Number of Staff to Be Trained	384	
Fee Per Workshop Event	\$38,360	\$613,760
Fee Per Consultation Series	\$20,335	\$345,695
Fee Per 550 Additional Consultation Call (Based on actual cost, up to \$50,050)		\$50,050
Fee Per 25 Additional Portfolio Review (Based on actual costs, up to \$15,060)		0
Capacity (Number of Attendees)	0	
Number of Training Sessions	0	
Total Number of Staff to be trained	0	
Fee Per Conference Event	\$28,250	
Subtotal: Direct Services Series Training Fees		\$1,009,505
B. Supervision and Consultation Series		
Capacity (Number of Attendees)	12	
Number of Training Sessions	0	
Total Number of Supervisors & Supervisees to Be Trained (0)	0 Supervisors 0 Supervisees	
Fee Per Workshop Event	\$41,215	0
Fee Per Consultation Series	\$7,514	0
Subtotal: Supervision and Consultation Training Series Fees		0
C. Training Professional Series		
Number of Staff to be Trained	2	
Cost Per Participant	\$14,928 x 2	
Additional Co-Training Event (Based on actual cost, up to \$1,551)	\$1,551	\$1,551
Additional Consultation	\$100,000	\$100,000
Subtotal: Training Professional Series Training Fees		\$131,407
Maximum Total Training Sessions		\$1,140,912
2. INFORMATION RESOURCES		
Number of Staff in Direct Services Training Series	960	
Fee Per Direct Service Workshop Event	\$4,360	\$78,480

Number of Staff for Continuation Year	50	\$8,650
Fee Per Staff for Continuation Year	\$173	
Number of Staff in Supervision and Consultation Series	0 Supervisors 0 Supervisees	\$0
Fee Per Supervision and Consultation Workshop Event	\$14,694	
Number of Training Professional Series	2	
Fee Per Training Professional Event	\$0	\$0
Number of MATCH-ADTC Protocol Books	775	
Fee Per MATCH-ADTC Protocol Book (\$99 +\$.40 Shipping + 8.75% Tax)	\$108.10	\$83,776
Number of MATCH-ADTC Spanish Language Parent Handout Book (\$15 + .40 Shipping + 8.75% Tax) – 200	\$16.75	\$3,350
Maximum total Information Resources		\$174,256
3. TECHNICAL ASSISTANCE		
A. Implementation Support		
Number of Agency Administrators to receive Support	0	
Six hours of telephone consultation per agency for individualized technical assistance	6 x 0	
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance – Administrator Conference Calls	0 Call Groups	
Fee Per Technical Assistance Call Group	\$11,880	0
Fee per Call Group for Additional Implementation Support and Liaison	\$1,615	0
Fee for Provider Registry	\$30,000	\$30,000
B. Program Performance Evaluation		
Data Dictionary	0	
Preformatted Excel databases for each Agency	0	
Two Reports Per Agency to Be Submitted Year 1	0	
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance Call Groups	0	
Fee for Program Performance Per Call Group Year 1	\$16,720	0
Two Reports Per Agency to Be Submitted Year 2	180	
Fee for Program Performance Data Collection and Reporting Per Call Group Year 2	\$14,095	\$253,710
Maximum Total Technical Assistance		\$283,710
GRAND TOTAL: ALL TRAINING COSTS		\$1,598,878

FEE SCHEDULE – MANAGING AND ADAPTING PRACTICE (MAP) TRAINING

PRACTICEWISE, LLC MAP TRAINING FEE SCHEDULE		
1. PROFESSIONAL DEVELOPMENT		
A. Direct Services Training Series		
Capacity (Number of Attendees per Session)	24	\$153,440
Number of Workshops	4	
Total Number of Staff to Be Trained	96	
Fee Per Workshop Event	\$38,360	
Fee Per Consultation Series	\$20,335	\$40,670
Fee Per 137 Additional Consultation Call (Based on actual cost, up to \$12,907)		\$12,907
Fee Per 25 Additional Portfolio Review (Based on actual costs, up to \$15,060)		0
Capacity (Number of Attendees)	550	\$56,500
Number of Training Sessions	2	
Total Number of Staff to be trained	1100	
Fee Per Conference Event	\$28,250	
Subtotal: Direct Services Series Training Fees		\$263,517
B. Supervision and Consultation Series		
Capacity (Number of Attendees)	12	\$123,645
Number of Training Sessions	3	
Total Number of Supervisors & Supervisees to Be Trained (1,092)	36 Supervisors 216 Supervisees	
Fee Per Workshop Event	\$41,215	
Fee Per Consultation Series	\$7,514	\$22,542
Subtotal: Supervision and Consultation Training Series Fees		\$146,187
C. Training Professional Series		
Number of Staff to be Trained	2	0
Cost Per Participant	\$14,928 x 2	
Additional Co-Training Event (Based on actual cost, up to \$1,551)	\$1,551	0
Additional Consultation	\$80,560	\$80,560
Subtotal: Training Professional Series Training Fees		\$80,560
Maximum Total Training Sessions		\$490,264

2. INFORMATION RESOURCES		
Number of Staff in Direct Services Training Series	96	
Fee Per Direct Service Workshop Event	\$4,360	\$17,440
Number of Staff in Supervision and Consultation Series	36 Supervisors 216 Supervisees	\$44,082
Fee Per Supervision and Consultation Workshop Event	\$14,694	
Number of Training Professional Series	2	\$0
Fee Per Training Professional Event	\$0	
Maximum Total Information Resources		\$61,522
3. TECHNICAL ASSISTANCE		
A. Implementation Support		
Number of Agency Administrators to receive Support	95	
Six hours of telephone consultation per agency for individualized technical assistance.	6 x 95	0
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance – Administrator Conference Calls	19 Call Groups	\$30,700
Fee Per Technical Assistance Call Group	\$11,880	
Fee per Call Group for Additional Implementation Support and Liaison	\$1,615	
B. Program Performance Evaluation		
Data Dictionary	1	0
Preformatted Excel databases for each Agency	95	
Two Reports Per Agency to Be Submitted Year 1	190	
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance Call Groups	19	
Fee for Program Performance Per Call Group Year 1	\$16,720	0
Two Reports Per Agency to Be Submitted Year 2	190	0
Fee for Program Performance Data Collection and Reporting Per Call Group Year 2	\$14,095	
Maximum Total Technical Assistance		\$30,700
GRAND TOTAL: ALL TRAINING COSTS		\$582,486

FEE SCHEDULE – MANAGING AND ADAPTING PRACTICE (MAP) TRAINING

PRACTICEWISE, LLC MAP TRAINING FEE SCHEDULE		
1. PROFESSIONAL DEVELOPMENT		
A. Direct Services Training Series		
Capacity (Number of Attendees per Session)	24	
Number of Workshops	18	
Total Number of Staff to Be Trained	432	
Fee Per Workshop Event	\$38,360	
Fee Per Consultation Series	\$20,335	\$406,700
Fee Per 600 Additional Consultation Call (Based on actual cost, up to \$54,600)		\$54,600
Fee Per 25 Additional Portfolio Review (Based on actual costs, up to \$15,060)		\$15,060
Subtotal: Direct Services Series Training Fees		\$1,166,840
B. Supervision and Consultation Series		
Capacity (Number of Attendees)	12	
Number of Training Sessions	13	
Total Number of Supervisors & Supervisees to Be Trained (1,092)	156 Supervisors 936 Supervisees	
Fee Per Workshop Event	\$41,215	
Fee Per Consultation Series	\$7,514	\$97,682
Subtotal: Supervision and Consultation Training Series Fees		\$633,477
C. Training Professional Series		
Number of Staff to be Trained	2	
Cost Per Participant	\$14,928 x 2	
Additional Co-Training Event (Based on actual cost, up to \$1,551)	\$1,551	\$1,551
Subtotal: Training Professional Series Training Fees		\$31,407
Maximum Total Training Sessions		\$1,831,724
2. INFORMATION RESOURCES		
Number of Staff in Direct Services Training Series	432	
Fee Per Direct Service Workshop Event	\$4,360	

Number of Staff in Supervision and Consultation Series	156 Supervisors 936 Supervisees	
Fee Per Supervision and Consultation Workshop Event	\$14,694	\$191,022
Number of Training Professional Series	2	
Fee Per Training Professional Event	\$0	\$0
Maximum Total Information Resources		\$269,502
3. TECHNICAL ASSISTANCE		
A. Implementation Support		
Number of Agency Administrators to receive Support	95	
Six hours of telephone consultation per agency for individualized technical assistance.	6 x 95	
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance – Administrator Conference Calls	19 Call Groups	
Fee Per Technical Assistance Call Group	\$11,880	\$225,720
B. Program Performance Evaluation		
Data Dictionary	1	
Preformatted Excel databases for each Agency	95	
Two Reports Per Agency to Be Submitted Year 1	190	
Capacity (Number of Agencies per Call Group)	5	
Number of Technical Assistance Call Groups	19	
Fee for Program Performance Per Call Group Year 1	\$16,720	\$317,680
Two Reports Per Agency to Be Submitted Year 2	190	
Fee for Program Performance Data Collection and Reporting Per Call Group Year 2	\$14,095	\$267,805
Maximum Total Technical Assistance		\$811, 205
GRAND TOTAL: ALL TRAINING COSTS		\$2,912,431

MARVIN J. SOUTHARD, D.S.W.
Director

ROBIN KAY, Ph.D.
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director



DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
Fax: (213) 386-1297

January 24, 2012

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.
Director

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO INCREASE DELEGATED AUTHORITY PERCENTAGE FOR THE CONTRACT AMOUNT WITH PRACTICEWISE, LLC**

This memo is to comply with the Board of Supervisors' Policy Manual, Section 5.120, Authority to Approve Increases to Board Approved Contract Amounts, by notifying your Board, with a copy to the Chief Executive Officer, at least two weeks prior to the Board Meeting at which the proposed contract is to be presented of our intent to request delegated authority of more than ten percent with PracticeWise, LLC (PracticeWise).

BACKGROUND

On May 11, 2010, your Board approved the implementation of the delivery of Prevention and Early Intervention (PEI) mental health services described in the Mental Health Services Act (MHSA) PEI Plan by allowing the Department of Mental Health's (DMH) directly-operated clinics and its contract agencies to provide a broad range of PEI mental health services through ten PEI Projects composed of 36 Evidence-Based Programs (EBPs) and Promising Practices (PPs), 13 Community-Defined Evidence practices in order to mitigate its Fiscal Year 2009-10 budget shortfall. One of its mitigation strategies was to offer DMH's contractors the opportunity to transform their programs to MHSA PEI services, including the Managing and Adapting Practice (MAP) PP. For the transformation process, DMH entered into agreements with the training EBPs and PPs developers and/or trainers whose programs were selected for transformation to conduct training and provide technical assistance to DMH and contract staff of providers that transformed their services to new PEI programs.

JUSTIFICATION

DMH requests an additional ten percent for a total of twenty percent delegated authority to amend the existing DMH Consultant Services Agreement with PracticeWise. This

Each Supervisor
January 24, 2012
Page 2

authority will allow DMH a greater capacity to amend its Consultant Services Agreement with PracticeWise to provide additional professional development, information resources, and technical assistance services to promote the MAP program within the selected Los Angeles County contracted agencies and directly-operated clinics in a timely and expeditious manner. Developed by PracticeWise, MAP is one of the PPs in the MHSA PEI Plan that DMH is implementing.

Should there be a need to exceed the twenty percent delegated authority, DMH will return to your Board with a request for authority to amend the Consultant Services Agreement accordingly. If you have any questions or concerns, please contact me, or your staff may contact Richard Kushi, Chief, Contracts Development and Administration Division, at (213) 738-4684.

MJS:DM:lb

c: Executive Officer, Board of Supervisors
Chief Executive Officer
County Counsel
Robin Kay, Ph.D.
Dennis Murata, M.S.W.
Margo Morales
Kimberly Nall
Richard Kushi