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Action/Discussion Item: Approve Memorandum of Agreement between Mountain Comprehensive Care Center (MCCC) and the Floyd County Schools for the provision therapeutic rehabilitation services known as the SIGHTS programs for the 2016-17 school year.

Applicable Statutes or Regulations: Relates to 707 KAR 1:320 Individual Education Programs, Section 1 Individual Education Programs and Section 5 Contents of IEP; KAR 1:350 Placement Decisions, Section 1 Placement Decisions (Statutory Authority: KRS 156.070(1), 156.160, 157.220, 157.224, 157.260, 167.015)

Background and major Policy Implications: SIGHTS is a collaborative educational and mental health program designed to provide a therapeutic environment for children whose emotional, social, and educational needs cannot be met in less restrictive settings. The programs' target population includes children whose primary needs are emotional/social in nature. SIGHTS represents the most intensive (day treatment) program currently available to Floyd County students. Only children who demonstrate a clear inability to function successfully in less intensive and restrictive school settings will be considered for admission. Programs are operating at Duff Elementary School, Prestonsburg Elementary, Allen Central Middle School, and the Renaissance Learning Center.

Fiscal Budgetary Impact: There will be no direct cost to Floyd County Schools associated with this agreement. Therapeutic services will be billed to other sources. The agreement provides for negation to cover operating costs if the census in the program falls below six for two months or more. The number of students in the programs has remained about six in the past and is anticipated to remain above six during the 2016-17 school year. MCCC therapists who work with the SIGHTS program may provide therapy to other students in the school but not to the extent that it will interfere with the smooth operation of the SIGHTS program. District and MCCC staff members will meet during the school year to monitor the effect services to other students may have on the SIGHTS program so that adjustments can be made if necessary.

Alternatives: None proposed.

Recommended Action: Approval of the Memorandum of Agreement between the Floyd County Board of Education and Mountain Comprehensive Care for the SIGHTS program during the 2016-17 school year.

Contact Person: Angela Duncan, Director of District Wide Services (Special Education, 504) 606.886.5525

Date: June 14, 2016

Superintendent

Angela Duncan
Director-DWS (SpEd)

The Floyd County Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title IX & VI, and in Section 504.

2016-2017 SIGHTS Agreement Between
Mountain Comprehensive Care Center, Inc.
And
Floyd County Board of Education

This agreement is for the purpose of defining and clarifying the collaboration between the **Floyd** County Board of Education (BOE) and Mountain Comprehensive Care Center Inc. (MCCC) to provide needed mental health services to children with severe emotional disabilities who attend school and reside in Floyd County.

Specifically, this collaboration will include the provision of therapeutic rehabilitation services known as the SIGHTS program, a mental health day treatment program for children attending grades K-12th, identified as having a severe emotional disability. The SIGHTS program for the middle school will be at **Allen Central Middle School** and the elementary programs will be located at **Duff Elementary and Prestonsburg Elementary**. The location for the high school location will be at **Renaissance Learning Center**.

The SIGHTS program is a collaborative educational and mental health effort to provide a therapeutic environment for children whose emotional, social and educational needs exceed the present programming. The program's target population is children whose primary needs are emotional/social in nature, often accompanied by needs for support in learning and behavior. In accordance with Special Education Regulations, the program's maximum capacity is eight children. Although age is no longer a special education criterion, developmental appropriateness will continue to be used as mental health criteria for program acceptance.

The SIGHTS program represents the most intensive day treatment program currently available to **Floyd** County students. The educational component is operated according to special education guidelines. The mental health component is operated according to the therapeutic rehabilitation model as described in the Department for Mental Health Policy and Standards Policy Manual. Only children who have demonstrated a clear inability to function in less intensive and restrictive school settings will be considered appropriate for admission.

The focus of all services provided to children in the SIGHTS program shall be to assist in healthy development of students' self-concept and to improve their ability to function appropriately in the community and to move to a less restrictive educational placement.

The parameters of this collaborative effort are defined below:

- Admission Criteria (Attachment A), Referral Procedure (Attachment B) and Discharge Criteria (Attachment C) will be adhered to by both parties.
- The Board of Education will sign a MCCC business agreement acknowledging confidentiality compliance as mandated by the Health Insurance Portability and Accountability Act (HIPAA).
- The SIGHTS team, which staffs the program, will consist of four persons: a special education teacher, an educational aide, a mental health clinician/coordinator and a mental health program technician. All staff will be qualified and/or certified to meet the required regulations for a day treatment and Special Education Program.

- The Board of Education will hire and supervise the Special Education teacher and educational aide. Notification regarding any personnel changes will be communicated to MCCC at the earliest possible time.
- MCCC will hire, train and supervise the clinician/coordinator and the mental health technician. Notification regarding any personnel changes will be communicated to the Board of Education at the earliest possible time.
- The clinician/coordinator will provide guidance to the educational staff relative to mental health confidentiality standards.
- The clinician/coordinator will participate in the formulation of the individual education plan for each child placed in the SIGHTS program.
- The SIGHTS program will follow the approved calendar year and the required hours of instruction shall be provided to each child daily.
- The therapeutic milieu of the program shall be established through the implementation of a structured program design which includes and individualized therapeutic plan for each child, a behavioral leveling system, group therapy, psychiatric services, life/social skill development and referrals to outside services as appropriate.
- Each child placed in the SIGHTS program will receive no less than one hour of goal directed group therapy twice per week and one hour of individual therapy once per week and more if needed.
- Family therapy services will be available to the families of those children placed in the program on an as needed or as able basis.
- Family/parental participation in the program will be available in **Floyd** County at least monthly.
- The SIGHTS program will be monitored monthly by the MCCC Psychiatrist. Psychiatric services will be made available to each child placed in the program.
- The program staff shall conduct a weekly staff meeting to monitor the progress of each child participating in the program.
- The SIGHTS team will communicate at the earliest possible time to the principal any issues or concerns that could directly impact a child's educational services as provided by the school and Board of Education with particular attention to any safety issues or parent-related concerns.
- Funding for mental health and therapeutic rehabilitation services provided to the children placed in the program will be accessed according to the procedures defined by the agency's Medicaid and Kentucky Department of Mental Health contracts. Payments are on a fee for service basis through students private insurance (if applicable), the Dept. for Medicaid Services (if applicable), and the Kentucky Dept for Mental Health and Mental Retardation. Any remaining balance is billed to the client on an income based sliding scale fee. Mental health day treatment services will not cease due to non-payment.
- A minimum census of 8 students is required to assure MCCC's ability to operate the program based on the billing procedure described above at no cost to the school district. A census of less than 6 students for 2 months or more will require negotiation with school board for financial support in order to sustain therapeutic services.
- A medical record will be maintained for each child placed in the program. This record will document all mental health, therapeutic rehabilitation and psychiatric

services provided to and received by the child. Access to information contained in the medical record by school personnel will only be granted through the proper execution of an MCCC Release of Information signed by the child's legal guardian or by orders of the court. The medical record for each child will be maintained in the MCCC **Floyd** County Outpatient Clinic. All staff will be in compliance with the confidentiality and abuse reporting policies developed by MCCC and defined by Kentucky Revised Statute, and they will be required to sign forms acknowledging all of the policies and willingness to comply with them.

- SIGHTS education and mental health staff will undergo crisis de-escalation and passive restraint training for therapeutic crisis intervention prior to school starting. This training will be provided by MCCC at no cost to the Board of Education.
- The Board of Education will provide an appropriate space and all education materials required for an education program. Notice of anticipated changes in site will be communicated to MCCC at the earliest possible time.
- MCCC staff shall abide by and adhere to all MCCC regulations and policies concerning the ethical, non-discriminatory, confidential and safe provision of mental health services in accordance with MCCC policy and Kentucky Revised Statutes.
- MCCC staff and all services provided by its staff shall be covered through agency liability and other necessary insurance in accordance with agency policy and state regulation.
- The SIGHTS clinician/coordinator will be flexible to leave the program during designed times to provide school based services to non-program students. The SIGHTS program will continue to be the coordinator's primary assignment and work responsibility.

This agreement shall expire at the conclusion of the **2016-2017** fiscal years July 1, through June 30. Either party may conclude the agreement with or without cause prior to that time with then (10) days written notice directed to the other agency via certified mail.

This agreement shall become effective with the signatures below indicating approval of the agreement by the **Floyd** County Board of Education and Mountain Comprehensive Care Center, Inc.

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Henry Webb, Superintendent Date
Floyd County Board of Education

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Promod Bishnoi, Executive Director Date
Mountain Comprehensive Care Center