

INDEPENDENT-CONTRACTOR AGREEMENT

Encompass Therapeutic Services, LLC

Encompass Therapeutic Services, LLC provides a spectrum of Applied Behavior Analysis (ABA) and behaviorally based services including: ABA Therapy, School district Consultation, program supervision, classroom management plans, staff training, and direct behavioral therapy (e.g., "tutor," "supervisee," and/or "Registered Behavior Technician/ Behavior Technician,").

This "Independent Contractor Agreement," is entered into between Encompass Therapeutic Services, LLC, a proprietorship owned by Elizabeth M. Cox, M.Ed and Gallatin County Schools.

This Independent-Contractor Agreement is made this 3rd day of June 2019 between Gallatin County Schools and, Encompass Therapeutic Services, LLC (hereinafter referred to as the "Contractor").

Gallatin County Schools agrees to employ the services of the Contractor and Contractor agrees to accept employment, not as a employee, but as independent contractor. Gallatin County Schools and Contractor agree that contractor is self-employed/independent contractor and not an employee of the District.

Contractor agrees to have compensation paid to her in full and have his income reported on a Form 1099 or similar document, without any deductions or withholdings. Contractor agrees to be fully responsible for any and all income tax and social security obligations without contribution from Gallatin County Schools.

Responsibilities of Contractor

- Apply behavioral principles consistently in all interactions with clients, including implementation of behavioral plans.
- Assist the team in the assessment of skills to complete relevant evaluations. (Functional Behavior Assessment (FBA), Behavior Support Plan (BSP), ABLLS-R, and VB-MAP, etc.)
- Teach clients to acquire language, academic, social and self help skills as determined by individual treatment plan and/or Behavior Support Plan (BSP).
- Provide input on novel behaviors not addressed in the client's treatment plan or obstacles to implementation of current program.
- Function as an active member of the treatment team.
- Participate in ARC/ IEP, supervisory and team meetings.
- Communicate in a professional manner with district representatives, parents, and other therapists and staff.
- Maintain confidentiality about clients and families abiding with all HIPPA regulations.

Requirements of Contractor:

Contractor will provide an average of (one day per week x 6 hours per day) of behavior support services on behalf of Gallatin County Schools; not to exceed 30 hours per month.

Contractor will be responsible for the scheduling of sessions, and or meetings based on contractor and client availability.

Contractor will provide evidence that she possess a Masters Degree in Applied Behavior Analysis, Psychology, Child Development, Education, or related field.

Contractor will maintain a Professional Liability/Malpractice Insurance Policy. Contractor will provide Gallatin County Schools with a copy of a current/ and when re-newed Professional Liability/Malpractice Insurance Policy.

Contractor's duties must be performed consistent with the professional standards and code of ethics of the Behavior Analysts Certification Board (BACB).

Contractor Status as an Independent Contractor

Gallatin County Schools and Contractor agree that the relationship of/and between these two parties is that of Independent Contractor status. Gallatin County Schools and Contractor agree that an Employer/Employee relationship is NOT being established. Gallatin County Schools will not be responsible to provide contractor with any form of worker's compensation, health insurance, retirement benefits, paid vacation, maternity, or paid time off, etc.

Contractor assumes responsibility to provide for him/herself, and is responsible for any professional dues, memberships, liability/malpractice insurance, certification and licensure fees.

Contractor is responsible to provide any/all necessary office equipment, technological equipment, computer, cell phone, and copy machine, etc.

Contractor is responsible for any withholdings and taxes associated with compensation.

Compensation: Gallatin County Schools will compensate contractor at a rate of \$125.00 per billable hour of service provided. Billable services may include the following.

- 1.) Behavior Consultation for a Specific Student/s as identified by Director of Special Education or Special Education Coordinator.
- 2.) Completion of Initial Assessment and/or Functional Behavior Assessment (FBA).
- 3.) Development of Behavior Support Plans.
- 4.) On-going Monitoring and Implementation of Behavior Support Plan.
- 5.) Staff training related to individual and classroom positive behavior supports
- 6.) Program consultation and coordination

Not to exceed an average of one day per week x 6 hours per day. (24 Hours per month, 30 hours in months with 5 weeks)

Contractor may bill up to 2 hours per month of "indirect," contact *if needed* for (data collection: organization, graphing, preparation of session notes, or other documentation).

Equal Employment Opportunity:

Encompass Therapeutic Services, LLC is an Equal Opportunity Employer. Contractor has received consideration without regard to race, color, religion, gender, gender identity, national origin, age, disability, veteran status or any other status protected under local, state, or federal law.

Acknowledgement:

Contractor understands that Gallatin County Schools abides by an employment at will policy, which means either Gallatin County Schools or the contractor may terminate the contractual relationship at any time, for any reason or for no reason, with 14 business days written notice.

Signatures in agreement:

BY: _____
District Representative SIGNATURE DATE

BY: _____
District Representative SIGNATURE DATE

INDEPENDENT CONTRACTOR: Encompass Therapeutic Services, LLC

BY: Elizabeth M. Cox, M.Ed.
Elizabeth M. Cox, M.Ed. Executive Director

6/8/19
DATE