

CONTRACT FOR OCCUPATIONAL THERAPY SERVICES

In a cooperative effort to provide services to students in Allen County, the party of the first part (Occupational Therapy), and the party of the second part (the Allen County Board of Education), shall provide a joint educational and therapeutic program during the 2022-2023 school year.

The party of the first agrees to:

1. Evaluate/reevaluate each student upon referral and file a written report with the Director of Special Education **within 5 school days of the evaluation or reevaluation.**
2. Provide current proof of liability insurance and Kentucky license.
3. Attend trainings concerning confidentiality, billing procedures and Infinite Campus IEPs/progress monitoring.
4. Communicate recommendations to school personnel directly associated with student's referral for therapy services.
5. Determine specific program needs of each student recommended for therapy intervention and plan and implement services.
6. Perform any and all other services as specified in the IEP including: direct therapy services, parent/teacher consultation, and screenings. Any sessions missed due to therapist absence, must be made up and noted on the Medicaid log.
7. Monitor and maintain intervention records and IEP goals/objectives on a regular basis, including progress monitoring on Infinite Campus IEPs every nine (9) weeks.
8. Provide to the Director of Special Education the **Student Functional Assessment (SFA) upon Completion.**
9. Assess, modify, and/or update each individualized therapy program as the student's needs change based on the ARC decision and evaluation results.
10. Consult with Director of Special Education and brief consultation with professional staff concerning program planning and recommendation of purchasing or outside evaluations.
11. On a minimal basis consultations with parents will be made.
12. Attend meetings when an evaluation or reevaluation has been performed and results are being presented to the ARC.
13. Provide transportable equipment and therapy materials.
14. Provide to the Allen County Board of Education the billing for the billable month's services by date specified on the Excel Time Worksheet.
15. Include the Goals and Objectives on the IEP prior to the students Annual Review or determination for services meeting.
16. For students receiving Home-hospital services, the therapist will provide services upon the requirements presented by the Director of Special Education or Director of Pupil Personnel.
17. Notify Director of Special Education if an absence will occur by 7 a.m. the morning of the services to be rendered or by the night before.
18. Dress professionally abiding by Allen County Board of Education dress code regulations.
19. Honor this agreement for the 2022-2023 school year and give no less than 30 days written notice of intent to terminate this agreement.

The party of the second part agrees to:

1. Provide therapy equipment that is not transportable (exercise mats, tables and chairs), adequate treatment space, filing and storage space, and other basic services as needed.
2. Agree mutually with therapist upon schedule for services. Service times being times of implementing services, not to include travel, except for students receiving home-hospital services.
3. Obtain appropriate educational and medical information relating to each student prior to evaluation.
4. Make payments for services rendered as follows: Payment will be based upon the number of visits and amount of time spent with each student at the rate of **\$ 55.00** per hour for Occupational Therapy Services, mileage is included in this rate. This rate will apply for time spent servicing students [not to exceed ten (10) hrs.], as well as, [up to six (6) hours per week] for necessary time spent for evaluations, report writing, progress monitoring, Medicaid not logging, SFA, consultations [not to exceed 60 minutes, anything about 60 minutes will be on provider time], time-worksheet billing, at or away from school. Times will be rounded up or down depending on time increments.
5. Documentation, Service Logs, and invoice will be completed and turned in by the 5th of the following month of treatments. Payment for services will be mailed after each monthly board meeting. Notification will be given if the board meeting is changed from its regular schedule.
6. Honor this agreement for the 2022-2023 school year and give no less than 30 days written notice of intent to terminate this agreement.

THIS CONTRACT IS OFFERED BASED ON YOUR PROPOSAL RECEIVED ON 4/24/13 (date).

Allison H. Ramsey
Occupational Therapist

7994 Edmonton Rd
Address

Summer Shade, KY 42166
City, State, ZIP

270-407-3013
Telephone

Occupational Therapist Signature

Travis Hamby, Superintendent

TRAVIS HAMBY, SUPERINTENDENT
Typed Name

Date

Director of Special Ed & Preschool Programs

Date