

Memorandum of Agreement

This document identifies a Memorandum of Agreement between **Newport Independent School District (“Newport Schools”)** and NorthKey Community Care (“NorthKey”) for the purposes of care coordination and the delivery of clinical mental health services by NorthKey Community Care staff in a school setting.

NorthKey agrees to provide duly qualified mental health professional(s) in the Newport Schools to deliver the identified clinical services when deemed clinically appropriate. These clinical mental health services may include individual and family therapy or psycho-educational group services.

With proper authorization for services, NorthKey staff will provide the previously identified mental health services to children with a Medicaid payer and/or appropriate insurance payers.

- NorthKey’s practice with insurance payers (Medicaid and commercial insurance) is to follow the guidelines, protocols and procedures of the particular insurance plan and NorthKey staff must be an approved provider with the insurance plan to deliver approved services. The particulars of the insurance plan will serve as the guide for how services are authorized and delivered to a child/client.
- Newport Independent School District will not pay for any of the services provided by therapists from NorthKey.
- Children without a payer source will be directed to a Northkey “Kynector” who will work with the guardian/parent in an effort to assist them in obtaining Medicaid for their child/adolescent to receive counseling services.

Details of this arrangement shall be set forth in an additional Memorandum of Agreement with specifics regarding dates, times, and payment.

Services will be initiated based on referrals from the school counselor or Principal. NorthKey staff. Cases must be opened through NorthKey’s intake process before any therapy services or billing can occur.

Newport Schools agrees it will not solicit employment of, nor hire, any NorthKey staff involved in delivering school-based services in their school district for a period of one year after such employee voluntarily leaves the employment of NorthKey.

Newport Schools agrees to ensure communication and collaboration with the assigned NorthKey staff, as well as provide appropriate space to conduct confidential individual and family therapy sessions within the Newport Schools.

Newport Schools agrees to provide enough referrals to generate a minimum of five (5) hours of direct, Face-to-Face clinical services and/or Telehealth Behavioral Services time per day with a third-party payer. To accomplish this level of paid services support, Newport Schools agrees to supply an ongoing list of qualified referrals such that the therapist maintains a minimum of five (5) billable hours of service per day.

If the NorthKey staff is unable to reach this caseload after the first four (4) weeks of being in the school setting, or anytime after that, then NorthKey reserves the right to limit or eliminate the

staff's time at the school. Newport Schools will be notified for any days that the NorthKey staff is not able to provide services to students due to holidays, snow days, sick leave, or other absences.

During times when **Newport School** buildings are unavailable, NorthKey may provide client/family services onsite at a NorthKey location, at another site that is mutually agreeable to the client/family and NorthKey staff, or by utilizing Telehealth Behavioral Health services.

NorthKey staff will generally be on-site in **Newport Schools** each week during the school year, beginning September 2022 through the end of the school year 2023, provided the building is open and available to the therapist. The specific sites and schedules for staff presence are to be worked out between NorthKey and **Newport Schools** and/or school officials. Should additional schools / programs be desired, NorthKey is open to discussion regarding contracting for additional time at a similar rate for services in additional schools / programs or discussion regarding an option to develop an agreement with them within the parameters and guidelines of NorthKey's usual and customary School-based services arrangements.

NorthKey will provide the appropriate staff to serve Newport Schools at the start of the school year.

Any questions between the two parties about this Memorandum of Agreement shall be communicated via phone, email or in writing to the following contacts:

Liz Bullock, M.Ed., LPCC-S
NorthKey Community Care
502 Farrell Drive
Covington, KY 41011
(859) 578-3200 ext. 6277
Elizabeth.bullock@northkey.org

Jennifer Stewart
Newport Independent Schools
30 West 8th Street
Newport, KY. 41071
(859) 292-3001
jennifer.stewart@newport.kyschools.us

This document reflects the complete agreement between the parties and remains in effect through the entire period from September, 2022 until June, 2022.

Tony Watts, Superintendent
Newport Independent Schools

Signature: _____ Date: _____

Owen Nichols, PsyD, MBA, CPM, ABPP, ABMP
NorthKey Community Care
PO Box 2680
Covington, KY 41012-2680

Signature: _____ Date: _____