

## CONTRACTUAL AGREEMENT

THIS AGREEMENT, made and entered into this 1<sup>st</sup> day of July 2023, by and between the Southgate Public School District and Forward Focus Psychological Associates, PLLC.

Forward Focus Psychological Associates, PLLC staff and Dr. Teresa Garera Izquierdo hereby agrees to administer psychological evaluations that will include brief clinical interview, records review, testing behavioral observations, and assessment in the area of intelligence. This evaluation will also include the completion of a psychological report that may, in some cases, also incorporate data provided by the school district including teacher observations, behavior rating scale scores, prior test data review, and achievement testing results. Financial consideration for the cost of performance of this agreement will be provided at this rate of \$265.00 for psychological testing and integrated report, \$85.00 per hour as needed for individual counseling services for students as requested, and \$100.00 per hour for the following services: attendance of ARC/IEP meetings, additional consultation to teachers/parents/staff and/or additional diagnostic testing services, scoring of diagnostic rating scales for reports (i.e. scoring of BASC-3, ABAS-3, DP-3, etc. needed), and observations for a Psychological/Diagnostic Evaluation Report. Additional testing services may include, but not be limited to the following: scoring of behavioral rating scales administered by school staff, administration of additional test measures by the psychologist (i.e. academic testing, TOVA testing, social/emotional/diagnostic testing, Autism based assessments, etc), scoring/interpretation of behavior rating scales for students, behavioral observations in the classroom setting, parent consultation/meetings, etc. The assessment will be in compliance with Kentucky Administration Regulations and IDEA certifying children with disabilities.

Based upon the rates for evaluations/consultation services reviewed in the above paragraph, staff of FFPA agree to complete psychological evaluations including cognitive testing, testing observations, clinical interview, outside data review, and summary/recommendations at a rate of \$265.00 per evaluation report. Additional charges may be added for additional scoring/interpretation of diagnostic rating scales if needed/requested. FFPA staff will be available for on site consultation services to attend ARC/IEP meetings and/or to perform additional testing/scoring/test interpretation/observation services as needed/requested over the course of the school year. These consultation services will be charged at a rate of \$100.00 per hour.

The examiner will be responsible for administering each complete cognitive evaluation and writing a report in a form such that composite data are reported in standard scores/percentiles. The report will include (1) testing based behavioral observations, (2) an interpretation of cognitive/other test data in narrative form, (3) integration of background information/alternate test data as needed and, (4) summary and recommendations. Such reports will typically not exceed 8-10 pages. If additional time is needed for extensive report completion beyond the typical report range, it may be necessary to bill for further time spent on the evaluation process at the hourly rate of \$100 per hour above the agreed upon evaluation rate of \$265.00. Outside data to be reviewed/incorporated into the final report should be submitted to the examiner directly and/or in electronic form approximately 2 weeks before the due date of reports and/or ARC meetings to take place in order to allow adequate time

for report completion. If attendance of ARC meetings and/or school based consultation services are requested, please provide notice of the request in a timely manner in order for the examiner to allow time to accommodate meeting needs/plans in their weekly schedule.

Staff of FFPA have access to Wechsler IQ Test kits (i.e. WPPSI-IV, WISC-V and WAIS-IV) to be used for the purposes of assessment in the schools but may need to access alternate test instruments/ protocols from the school district as needed. Typically, used protocols are regarded as property of the examiner and such testing files will be maintained by FFPA. If needed, a copy of the test protocols could also be kept with the examiner in addition to original copies of protocols to be left in the school-based files. Typing of the report is the responsibility of the examiner. Services will be evaluated on an ongoing basis by all parties involved. All psychological services will be provided to designated students as requested by the Special Education Director.

Examiners are to submit a bill at the end of every month listing names of students evaluated, any additional consultation service hours completed, and the total amount due to FFPA and this invoice will be submitted directly to the Director of Special Education or other designated personnel. Payment is to be made within forty-five calendar days thereafter. No reimbursement will be provided for travel. Either party may terminate this contract upon (30) calendar day notice. A termination notice is to be presented in written form to the other contracting party. Testing will end upon notice of termination. All evaluations, reports, and final bill must be submitted within this thirty (30) calendar day period.

If either party deems that additional testing is needed in order to provide an appropriate evaluation, that party may request this additional assessment and therefore, it may be performed according to a mutually agreed upon financial consideration. If the school system should challenge particular results, then the system is still responsible for financial payment to the examiner. The school system, however, will retain the right to choose how the evaluation is used, whether or not they want the same examiner to evaluate further, according to the aforementioned provision for additional testing, or whether they prefer to engage another examiner for an independent evaluation.

In witness whereof, the parties have executed this agreement in duplicate originals one of which is retained by each of the parties the day and year first written above.

Forward Focus Psychological Associates, PLLC

By:  \_\_\_\_\_  
Teresa Yanna Gajardo, PhD  
Licensed Psychologist

Southgate Public Schools Representative

By: \_\_\_\_\_