



Reach Health Service

October 3, 2023

Township of Union Public School District
2369 Morris Avenue
Union, NJ 07083
Mrs. Kim Conte, Director of Special Services

Re: Contractual Professional Services Agreement for the 2023-2024 School Year

Dear Mrs. Conti,

We are pleased to formally confirm our partnership with the Township of Union Public School District in providing counseling services to the students for the upcoming school year. Attached is the agreement for the 2023-2024 school year.

Upon approval, this Agreement authorizes Reach Health Services to commence the counseling services as outlined within. We kindly request that you complete and sign the certification on the following page and return the Agreement to us.

We extend our gratitude for this opportunity and eagerly anticipate delivering exceptional counseling services to your district.

Sincerely,

Reach Health Services, LLC.

A handwritten signature in black ink, appearing to read 'Noreen Tansey Lishak'. The signature is written in a cursive style with a large initial 'N'.

Noreen Tansey Lishak, Ed. D.

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES CLINICAL COUNSELING

This Agreement is entered into as of _____ by and between the Township of Union Public School District and Reach Health Services, LLC. The Agreement shall remain in effect until the last day of school for the 2023-2024 School Year.

SCOPE OF SERVICES

Reach Health Services, LLC. will provide clinical counseling sessions to students of the Township of Union Public School District in an online HIPAA-compliant platform for a period of 32 weeks, beginning on November 1, 2023. An initial setup period of five (5) workdays is included for the purpose of consultation and administrative onboarding with the district liaison. The contract will conclude on the last day of school for the 2023-2024 school year. The school district liaison will recommend and approve students to attend the Reach Health Services, LLC Program as an entry to services. The scope of services will include:

- (a) Consultation with district liaison, including administration, faculty, and guidance, to determine the placement of students in the Reach Health Services, LLC Counseling Program - Wraparound.
- (b) Weekly consultation with the school district personnel to review and update the district on the progress of student(s) participating in the Reach Health Services, LLC Program - Wraparound.
- (c) Managing and collecting all necessary HIPAA-compliant forms, parental consent forms, and/or outside medical documentation, if necessary, before beginning counseling sessions.
- (d) Maintaining ongoing communication with family members regarding the progress of the student participating in the program.
- (e) Maintaining HIPAA-compliant platform information in a confidential manner as required.
- (f) Scheduling all student and family counseling sessions.
- (g) Ensuring counseling sessions occur when a consenting and approved adult is present in the home or area in the event of a mental health crisis. It is not necessary to remain in the same room during the session.
- (h) Providing Risk Assessments for students registered in the Reach Health Services Program if deemed necessary.
- (i) When possible, attending I&RS, CST, or 504 meetings to support the health services of the students.
- (j) Preparing and submitting non-identifying student data reports monthly.

PERSONNEL

Township of Union Public School District will have a primary contact responsible for the services outlined in this Agreement. The school district understands and agrees that at times it may be necessary to provide secondary contact. If such a situation arises, the school district will be promptly notified.

COMPENSATION

In consideration of the above-described services, the Township of Union Public School District agrees to compensate Reach Health Services, LLC as follows:

- (a) Providing payment of a monthly amount totaling \$4150.40, beginning on December 1, 2023, and continuing for eight (8) consecutive months equal to \$33,203.20.00 annually. This monthly billing includes a total of 8 hours weekly – 256 hours inclusive of the five (5) onboarding and administrative days services consisting of student counseling services, family/guardian counseling session, family communication component, correspondence and weekly communication with the school district designee, a comprehensive monthly student data report. If the district deems that additional hours are required additional hours can be added to the contractual agreement in 4-hour increments per week at a rate of \$129.70 per hour.
- (b) All services provided will be billed monthly and include the use of the HIPAA-compliant platform for online counseling sessions and monthly student data reporting.
- (c) Counseling sessions may be scheduled between 9:00 a.m. and 8:00 p.m., based on the needs of the student, their family, and the counselor's schedule.
- (d) Collection of consent forms, as well as district approval, will be provided to Reach Health Services prior to commencing any counseling sessions. (e) In-person sessions can be scheduled with the appropriate approval of the district. A school district facility must be provided to the counselor. The counselor would be compensated through Reach Health Services, LLC, and an additional amount of \$150.00 will be added for travel and in-person differential.

ADDITIONAL SERVICES

Mental Health Risk Assessment and Documentation can be provided to the Township of Union Public School District upon formal request for a student by the district designee. These services can be provided to any district student outside of the Reach Health Services Program with additional compensation per assessment. When requested by the Township of Union Public School District to Reach Health Services, LLC. A risk assessment will be performed at a rate of \$225.00 per assessment. Risk assessment invoices will be submitted separately as a monthly bill.

INSURANCE

Reach Health Services, LLC shall maintain professional liability insurance of at least One Million (1,000,000.00) Dollars in the aggregate.

DISCHARGE AND WITHDRAWAL

Township of Union Public School District and Reach Health Services, LLC. has the right to discharge/withdraw services if both parties agree that the services promised within this Agreement are not executed. This may only occur if the district and Reach Health Services work within the confines of the Agreement and Reach Health Services, LLC is allowed the opportunity to correct any reported issue in a timely manner. If the parties agree to terminate or discharge the Agreement, Reach Health Services will be compensated for the services provided through the effective discharge date.

NON-SOLICITATION

During the term of this Agreement and for a period of twelve (12) months thereafter (the non-solicitation period), Township of Union Public School District agrees not to directly or indirectly through a third party, hire, attempt to hire, contract with, or solicit for employment any person affiliated with Reach Health Services, LLC. while assigned to the Township of Union Public School District. In the event the district engages in solicitation for the purpose of employment in the district, the district will be subject to a monetary penalty equal to a one-year contractual fee amount.

ENTIRE AGREEMENT

This document contains the entire agreement between the parties and may only be altered by a written amendment signed by both parties. This Agreement will be governed by New Jersey Law.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on the dates set forth below:

By:

Name:

Title:

Date:

School District

Reach Health Services, LLC.

By:

Name:

Title:

Date: