



Washington State  
Department of Social  
& Health Services

Transforming lives

## CONTRACT AMENDMENT

DSHS CONTRACT NUMBER:  
1963-57626

Amendment No. 01

This Contract Amendment is between the State of Washington Department of Social and Health Services (DSHS) and the Contractor identified below.

Program Contract Number  
Click here to enter text.  
Contractor Contract Number

CONTRACTOR NAME Pacific County		CONTRACTOR doing business as (DBA) Pacific County DDA County Services	
CONTRACTOR ADDRESS PO Box 26  South Bend, WA 98586-		WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI) 254-000-662	DSHS INDEX NUMBER 1231
CONTRACTOR CONTACT Katie Oien-Lindstrom	CONTRACTOR TELEPHONE (360) 875-9300	CONTRACTOR FAX (360) 875-9323	CONTRACTOR E-MAIL ADDRESS koien@co.pacific.wa.us
DSHS ADMINISTRATION Developmental Disabilities Admin		DSHS DIVISION Division of Developmental Disabilities	DSHS CONTRACT CODE 1769CS-63
DSHS CONTACT NAME AND TITLE Wendi Winchel Regional Business Manager		DSHS CONTACT ADDRESS PO BOX 45315 Olympia, WA 98504-5315	
DSHS CONTACT TELEPHONE (360) 725-4264	DSHS CONTACT FAX (360) 586-6502	DSHS CONTACT E-MAIL ADDRESS winchwa@dshs.wa.gov	
IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT? No		CFDA NUMBERS	
AMENDMENT START DATE 07/01/2019	CONTRACT END DATE 06/30/2021		
PRIOR MAXIMUM CONTRACT AMOUNT \$273,979.00	AMOUNT OF INCREASE OR DECREASE \$279,653.00	TOTAL MAXIMUM CONTRACT AMOUNT \$553,632.00	
REASON FOR AMENDMENT; CHANGE OR CORRECT CHOOSE ONE:			
<b>ATTACHMENTS.</b> When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract Amendment by reference: <input type="checkbox"/> Additional Exhibits (specify):			
This Contract Amendment, including all Exhibits and other documents incorporated by reference, contains all of the terms and conditions agreed upon by the parties as changes to the original Contract. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract Amendment shall be deemed to exist or bind the parties. All other terms and conditions of the original Contract remain in full force and effect. The parties signing below warrant that they have read and understand this Contract Amendment, and have authority to enter into this Contract Amendment.			
CONTRACTOR SIGNATURE		PRINTED NAME AND TITLE	DATE SIGNED
DSHS SIGNATURE		PRINTED NAME AND TITLE	DATE SIGNED

This Contract between the State of Washington Department of Social and Health Services (DSHS) and the Contractor is hereby amended as follows:

1. The Total Maximum Contract Amount is hereby increased in the amount of \$279,653.00 for a new Contract Amount of \$553,632.00. This amount is for services provided during the added fiscal year.
2. The Program Agreement end date is extended to June 30, 2021.
3. Section 1. Definition Specific to Program Agreement Item c.(3) (c) will be replaced with the following language:
  - a. (3) (c) "Partnership Project". Collaborative partnerships with school districts, employment providers, DVR, families, employers and other community collaborators needed to provide the employment supports and services young adults with developmental disabilities require to become employed during the school year they turn twenty-one (21). Supports provided should complement and not replace what the student(s) receive through the Individualized Education Program (IEP).
4. Section 1. Definition specific to Program Agreement will include the following definitions:
  - v. Competitive Integrated Employment - work performed by an individual on a part-time or full-time basis, within an integrated setting within the community that meets HCBS settings requirements. The individual must be compensated at minimum wage or higher, using the higher of the Federal, State, or local rate, and at a rate comparable to the wage paid to non-disabled workers performing the same tasks, including receiving the same benefits and opportunities for advancement.
  - w. Employment Outcome Payment – A document derived from employment readiness activities performed by transition students who are between ages 19 through 20 that identifies actionable next step for employment. The employment service providers developing the Job Foundation report will be supporting transition students with employment activities for an average of 35 hours until student moves to Job Development phase of employment activities.
  - x. Job Foundation document – A document derived from employment readiness activities performed by transition students that identifies actionable next step for employment.
5. Section 6. Statement of Work is revised to include the following:
  - q. Partnership Project.
    - (1) A Job Foundation document will be completed per guidelines for eligible students. Eligible students are DDA clients who were born between 9/1/00 through 8/31/01, currently attending school and have completed an application to participate in this Value Based Payment project. The VBP project application will include the following minimum criteria identified in the sample application found at:  
[https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/Job%20Foundation%20Applica  
tion\\_040720%20%28002%29.docx](https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/Job%20Foundation%20Application_040720%20%28002%29.docx)
    - (2) Qualified providers will collaborate with School District staff to complete the Job Foundation document and then provide a copy to the County. To be a qualified provider for the Partnership Project the Counties must require the provider to have a current contract with the Division of Vocational Rehabilitation; a contract in good standing with the County and cannot be in provisional status; a minimum of two years' experience providing Individual Employment with

demonstrated job placement skills. If the Job Foundation recommendation is for subminimum wage work / group work, service provider may not continue support.

(3) County participating in the Partnership Project must have the ability to work collaboratively with School Districts to identify DDA students in high school, collect and track information, be proficient in electronic spreadsheets, and ability to evaluate if completed Job Foundation document(s) meet quality standards.

r. Employment Outcome Payment. – Providers, with transition students born between 9/1/00 through 8/31/01, high acuity and authorized for Individual employment, may receive one outcome payment if student obtains a competitive integrated job approved by the County within timeframes described in the chart below. If the County is also the service provider DDA will provide the job approval. If the job is at a minimum of ten hours of work per week an additional amount will be include in the payment.

6. Section 8. Billing and Payment, will include the following:

- l. Reimbursement for Partnership project: a claim of \$2,400 per student for each completed Job Foundation document that is at a satisfactory or above rating will be requested through the AWA system as other monthly cost
- m. 94 Partnership line item. A copy of the completed Job Foundation document will be sent electronically to DDA Employment and Day HQ staff.
- m. Job placement verification for transition students: The AWA Employment Output for Individual Employment will be completed and submitted with payment request to verify employer, job start date, job type, etc.

7. Adding two new section as follows effective 7/1/2019:

Section 12. Confidential Information. All Counties and their subcontractors must:

- A. Ensure the security of Confidential Information;
- B. Use a Trusted Network when available;
- C. When transporting outside of a Secure Area, Portable Devices and Portable Media with DSHS Confidential Information must be under the physical control of staff with authorization to access the Data, even if the Data is encrypted.
- D. When transporting data containing DSHS Confidential Information outside a Secure Area must encrypt the data.

Section 13. Data Security Requirements. Exhibit A shall only apply to the County if the County serves 150 or more DSHS clients. The Exhibit A will apply to the County subcontractor if the subcontractor serves 150 or more DSHS clients.

8. Exhibit A – Data Security Requirements the following replaces existing language effective 7/1/2020:

Section 1 Definitions, item e, "Encrypt means to encode Confidential Information into a format that can only be read by those possessing a "key" ; a password, digital certificate or other mechanism available only to authorized users. Encryption must use a key length of at least 128 bits (256 preferred and required to be implemented by 6/30/2021 for symmetric keys, or 2048 bits for asymmetric keys. When a symmetric key is used, the advance Encryption Standard (AES) must be used if available.

Section 4 Authorization, Authentication, and Access, item h, (6) Ensuring use of Multi-factor Authentication to connect from the external end point to the internal end point. All contractors must be in compliance by 6/30/2021.

9. Exhibit B. Program Agreement Budget is hereby replaced with the following Budget Revision:

**Program Agreement Budget**

Original Budget

Budget Revision

**REVENUES**

Fiscal Year	Fund Source	Original	1 <sup>st</sup> Revision	2 <sup>nd</sup> Revision	3 <sup>rd</sup> Revision
2020	State Funds	138,723	138,723		
	Medical Funds	135,256	135,256		
	<b>Total</b>	<b>\$273,979</b>	<b>\$273,979</b>		
2021	State Funds		141,596		
	Federal Funds		138,057		
	<b>Total</b>		<b>\$279,653</b>		

**COUNTY FY 2021 SPENDING PLAN**

	Planned Expenditures				
	Job Foundation Funds	PASRR Funds	State Funds	Medicaid Funds	TOTAL
ADMINISTRATION (CMIS/AWA BARS 11)	0	0	10,062	8,233	18,295
OTHER CONSUMER SUPPORTS (CMIS/AWA Code 31, 32, 41, 92, 93, 94)	0	0	9,404	7,694	17,098
CONSUMER SUPPORT <b>STATE-ONLY</b>	0	0	0		0
Child Development			0		0
<b>MEDICAID CLIENTS</b>	0	0	122,130	122,130	244,260
<b>ROADS to COMMUNITY LIVING</b>	0	0	0	0	0
<b>TOTAL</b>	0	0	141,596	138,057	279,653

**COUNTY FY 2020 SPENDING PLAN**

	Planned Expenditures			TOTAL
	PASRR Funds	State Funds	Medicaid Funds	
ADMINISTRATION (CMIS/AWA BARS 11)	0	9,858	8,066	17,924
OTHER CONSUMER SUPPORTS (CMIS/AWA Code 31, 32, 41, 92, 93, 94)	0	9,213	7,538	16,751
CONSUMER SUPPORT <b>STATE-ONLY</b>	0	0		0
Child Development		0		0
<b>MEDICAID CLIENTS</b>	0	119,652	119,652	239,304
<b>ROADS to COMMUNITY LIVING</b>	0	0	0	0
<b>TOTAL</b>	0	138,723	135,256	273,979

All other terms and conditions of this Contract remain in full force and effect.