**COUNTY OF LOS ANGELES**

MARVIN J. SOUTHARD, D.S.W.
*Director*

SHEILA A. SHIMA
*Chief Deputy Director*

RODERICK SHANER, M.D.
*Medical Director*

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

*BOARD OF SUPERVISORS*
GLORIA MOLINA
YVONNE B. BURKE
ZEV YAROSLAVSKY
DON KNABE
MICHAEL D. ANTONOVICH

**DEPARTMENT OF MENTAL HEALTH**

http://dmh.lacounty.gov

Reply To: (213) 738-4601
Fax: (213) 386-1297

April 19, 2007

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

38 MAY - 1 2007

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF AN AMENDMENT TO FURTHER IMPLEMENT THE MENTAL HEALTH SERVICES ACT – COMMUNITY SERVICES AND SUPPORTS PLAN**
**AND**
**APPROVAL OF REQUEST FOR APPROPRIATION ADJUSTMENT**
**(ALL SUPERVISORIAL DISTRICTS)**
**(4 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Director of Mental Health to prepare, sign, and execute an amendment substantially similar to Attachment I to an existing Department of Mental Health (DMH) Affiliation Agreement with the University of Southern California (USC) to develop the Urgent Care Center (UCC) Program in keeping with the California Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan for Fiscal Year (FY) 2006-07 only, effective upon Board approval. The FY 2006-07 cost of this action is $300,000 fully funded with MHSA funds, which brings the revised Total Contract Amount (TCA) for FY 2006-07 to $526,200.

2. Delegate authority to the Director or his designee to prepare, sign, and execute future amendments to the Affiliation Agreement provided that: 1) the County's total payments to the Contractor under the Agreement for each fiscal year shall not exceed a change of 20 percent from the applicable revised TCA; 2) any such increase shall be used to provide additional services or to reflect program and/or policy changes; 3) the Board of Supervisors has appropriated sufficient funds for all changes; 4) approval of County Counsel and the Chief Administrative Office (CAO) or their designee is obtained prior to any such Amendment; 5) the County and Contractor may, by written Amendment, mutually agree to reduce programs or services without reference to the 20 percent limitation; and 6) the Director of

Mental Health shall notify the Board of Supervisors of Agreement changes in writing within 30 days after execution of each Amendment.

3. Approve the Request for Appropriation Adjustment (Attachment II) for FY 2006-07 to increase Services and Supplies (S&S) in the amount of $300,000 to provide spending authority for the development of the UCC Program with USC. The Appropriation Adjustment is fully funded with MHSA funds currently budgeted in a Designation in the MHSA Special Fund.

## PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the requested Amendment is to enable USC to take a major role in developing the UCC Program design, budget, operational details, policies and procedures, staffing and staff training, and timeline for implementation. Board approval of the recommended actions will facilitate USC's participation in the design of a UCC affiliated with Los Angeles County and USC (LAC+USC) Medical Center to be located in proximity to the LAC+USC Medical Center's Psychiatric Emergency Services (PES).

This UCC is envisioned as a collaborative effort among DMH, which would fund and contract for the program; the Department of Health Services (DHS), which would provide facility space and related costs; and USC, which would be responsible for program operations including integration with other DHS services and community-based resources.

The first phase of implementation is contemplated for July 1, 2007, when services would be offered during the regular work week, with full 24-hour per day/7-day per week operations projected for November 2007.

## Implementation of Strategic Goals

The recommended Board actions are consistent with the principles of the Countywide Strategic Plan: Organizational Goals, No. 1, "Service Excellence," and No. 3, "Organizational Effectiveness," and Programmatic Goal, No. 7, "Health and Mental Health." The approval of these actions is expected to facilitate the development, delivery, efficiency, and effectiveness of mental health services for individuals in crisis, many of whom are currently underserved and at risk of hospitalization, institutionalization, or incarceration.

## FISCAL IMPACT/FINANCING

There is no increase in net County cost.

The cost of the requested action, which is for FY 2006-07 only, is $300,000 fully funded with MHSA funds currently budgeted in a Designation in the MHSA Special Fund.

The Request for Appropriation Adjustment in the amount of $300,000 will increase S&S to fund the development of the UCC Program by way of an amendment to the USC Affiliation Agreement with DMH.

## FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The UCC is intended to relieve the overcrowding in the LAC+USC PES and the related increasing demand for inpatient services; provide 24/7 recovery-oriented outpatient psychiatric services for individuals in crisis who do not require hospitalization, if stabilized with intensive outpatient services; promote integrated treatment for mental health clients with co-occurring substance abuse disorders; provide linkage to community resources; and serve as a training site for mental health professionals, in accordance with the Department's MHSA-CSS Plan.

USC is uniquely qualified to provide the development of the UCC Program in that it currently provides the LAC+USC Medical Center inpatient and outpatient mental health services under contract with DHS. DMH plans to return to your Board at a later date for authority to contract with USC to also provide mental health services for the UCC Program. A key element of the LAC+USC UCC would be to ensure integration with other services at the LAC+USC Medical Center as well as with the larger community of mental health providers, including the recently implemented Full Service Partnerships and other programs funded by the MHSA. The UCC Program would include internships and residency training in community psychiatry and urgent care services for psychiatrists and psychologists as well as training opportunities for social work, nursing, rehabilitation, and other professions. Accordingly, it is critical that USC, through the proposed amendment to the Affiliation Agreement, is able to take a major role in developing the LAC+USC UCC program design over the coming months. The current Agreement between DMH and USC provides forensic fellows services.

The requested actions are consistent with the PES Relief Plan (Plan) developed by DMH and DHS in conjunction with the CAO. The Plan includes UCCs, strategically

located throughout the County, to relieve the overcrowding of the County PES and to provide community-based alternatives to hospitalization for individuals in crisis who could be stabilized with intensive outpatient services. Since September 2004, DMH has implemented two (2) directly operated UCCs, Augustus F. Hawkins and Olive View Medical Center, and one contracted UCC, the Westside UCC, which opened in December 2006.

The attached Amendment format has been approved as to form by County Counsel. The CAO has reviewed the proposed actions. Clinical and administrative staff of DMH will continue to administer and supervise the Agreement, evaluate the program to ensure that quality services are being provided to clients, and ensure that Agreement provisions and Departmental policies are being followed.

## CONTRACTING PROCESS

The requested actions are an extension of an existing contract which will ensure that the UCC program under development will be well coordinated with an integral part of the existing LAC+USC Medical Center outpatient and inpatient mental health services.

Notification of Intent to Enter Into Sole Source Contract Negotiation with USC was sent to your Board on March 19, 2007.

## IMPACT ON CURRENT SERVICES

Implementation of the UCC Program will enhance clients' ability to achieve improved quality of life outcomes and wellness, and also will facilitate an academic-public partnership with USC that will positively impact the efficiency and effectiveness of the UCC services to be developed.

**CONCLUSION**

The Department of Mental Health will need one (1) copy of the adopted Board actions. It is requested that the Executive Officer of the Board notify DMH Contracts Development and Administration Division at (213) 738-4684 when this document is available.

Respectfully submitted,

Marvin J. Southard, D.S.W.
Director of Mental Health

MJS:JCA:RK:JKA

Attachments (2)

c: Chief Administrative Officer
County Counsel
Auditor-Controller
Department of Health Services
Chairperson, Mental Health Commission

S:\DMHASOC\ASOC\ASOC1\LAC+USC\Board Letters\BOARD LETTER - Revised 4-17-07 removing Supersession draft

CONTRACT NO. MH010023

AMENDMENT NO. 1

THIS AMENDMENT is made and entered into this ___ day of _____, 2007, by and between the COUNTY OF LOS ANGELES (hereafter "County") and UNIVERSITY OF SOUTHERN CALIFORNIA (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated June 20, 2006, identified as County Agreement No. MH010023, (hereafter "Agreement"); and

WHEREAS, for Fiscal Year (FY) 2006-07 only, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, for FY 2006-07, County and Contractor intend to amend the Agreement to **add Addendum A - Urgent Care Center Program Development**, for the purpose of purchasing program development services to develop a plan for and implementation of an urgent care center affiliated with the Los Angeles County + USC (LAC+USC) Medical Center that will relieve the increasing demand for LAC+USC Psychiatric Emergency Services and inpatient services; provide 24/7 recovery-oriented outpatient psychiatric services for individuals in crisis who do not require hospitalization; promote integrated treatment for mental health clients with co-occurring substance abuse disorders; provide linkage to community resources; and to serve as a training site for mental health professionals.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

1. Addendum A (Urgent Care Center Program Development Services), attached hereto and incorporated herein by reference, shall be added to the Affiliation Agreement.

2. Contractor shall provide services in accordance with Contractor's Fiscal Year 2005-06 Negotiation Package for this Affiliation Agreement and any addenda thereto approved in writing by Director.

3. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
MARVIN J. SOUTHARD, D.S.W.
Director of Mental Health

University of Southern California
CONTRACTOR

By _____

Name _____

Title _____
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By _____
Chief, Contracts Development
and Administration Division

YL: LAC-USC Urgent Care Center Program Development Services FY06-07 AMENDMENT

## Addendum A

## URGENT CARE CENTER PROGRAM DEVELOPMENT SERVICES


A1 INTRODUCTION.....2

A2 STATEMENT OF WORK.....2

A3 DESCRIPTION OF SERVICES.....2

A4 FINANCIAL PROVISIONS.....4

A5 PAYMENT PROCEDURES.....4

A6 NOTICES.....5

## AI INTRODUCTION

The parties agree that this Addendum A shall be an amendment to the Agreement between the University of Southern California (USC or Contractor) and the Los Angeles County Department of Mental Health (DMH or County) for Fiscal Year (FY) 2006-07 only. Contractor and DMH further agree that this Addendum A shall be subject to all of the provisions of the Agreement, except where otherwise specified in this Addendum A.

## A2 STATEMENT OF WORK

A2 Objective

The purpose of the Addendum is to purchase the program development services to develop a plan for and implementation of an urgent care center affiliated with the LAC+USC Medical Center that will relieve the increasing demand for LAC+USC Psychiatric Emergency Services (PES) and inpatient services; provide 24/7 recovery-oriented outpatient psychiatric services for individuals in crisis who do not require hospitalization, if stabilized with intensive outpatient services; promote integrated treatment for mental health clients with co-occurring substance abuse disorders; provide linkage to community resources; and serve as a training site for mental health professionals.

## A3 DESCRIPTION OF SERVICES

A3.1 Services

For FY 2006-07 only, in addition to the services described in Section 2 and Exhibit A (Statement of Work) of the Agreement, Contractor shall assign USC Department of Psychiatry staff to provide program development services (Services) to DMH and the Los Angeles County Department of Health Services (DHS) to develop an Urgent Care Center (UCC) program (LAC+USC UCC Program or Program) at LAC+USC Medical Center. The Program must include services to be provided, budget, policies and procedures, staffing plan and recruitment, staff orientation and training and a timeline for phased-in implementation to begin July 1, 2007 with full 24/7 implementation targeted for November 2007. Clear lines of authority and accountability must be delineated in the development plan. In addition to direct client care services, the Program must include internships and residency training in community psychiatry and urgent care services for psychiatrists and psychologists as well as training opportunities for social work, nursing, rehabilitation and other professions.

The Program will be based on best practices and emerging practices that promote treatment and integration into the community, recovery and wellness and consumer and family involvement in the provision of services and supports in keeping with the intent of the California Mental Health Services Act. Contractor will use its academic and research expertise to form the development of the LAC+USC UCC Program and will integrate the Program into the DMH and DHS systems of care including the LAC+USC

Medical Center inpatient and outpatient services provided under contract with DHS as well as with all other community-based services and supports. The Program must include educational opportunities for trainees, which include, but are not limited to, medical students, residents and fellows, to rotate through the UCC and to provide clinical services as part of their UCC rotation.

These services shall be measured and provided in terms of monthly status reports and invoices for work performed as further described in this Section A3 Description of Services and Section A4 Financial Provisions of this Addendum A to the Agreement.

A3.2 Scope of Work

The Contractor, working in collaboration with DMH and DHS, shall develop a comprehensive program plan for an Urgent Care Center with the ultimate goal of operationalizing and opening the LAC+USC UCC Program by July 1, 2007.

Contractor shall develop the LAC+USC UCC Program that includes, but is not limited to, the following basic elements:

- Clinical services;
- Integrated treatment for co-occurring mental illness and substance abuse;
- Policies and procedures, addressing all areas of service delivery and the training program;
- Budget, detailing costs and projected revenue;
- Staffing and recruitment;
- Staff orientation and training plan;
- Community referral and linkage resources;
- Training program for psychiatrists, psychologists and other mental health professionals.

A3.3 Deliverables

Contractor shall deliver a monthly status report (Status Report) setting forth the progress of the Program Development Plan to DMH by the fifth working day of the following month. The report shall include, but not be limited to, the status of the components listed in Section A3.2 above. On or before June 30, 2007, Contractor must provide a final report (Final Report), which includes the comprehensive program plan for the development of the LAC+USC UCC Program. The Final Report must include the

elements described in Sections A2 and A3 above, unless the parties agree to modify the required elements of the Program.

## A4 FINANCIAL PROVISIONS

A4.1 Provisions for Addendum A

It is agreed and understood by the parties hereto that the cost for performing the Services is $300,000. Payment will be made by County in the amount of $100,000 upon receipt and approval of each Status Report, and the remainder of the cost, if any, will be paid upon delivery of the Final Report.

This Addendum is effective immediately upon Board of Supervisors approval of this Addendum A (Amendment I to the Agreement).

Reimbursement shall be paid monthly in arrears by invoice from Contractor to DMH.

Notwithstanding any other provision of the main Agreement, in no event shall County pay Contractor more than the total cost of this Addendum A, $300,000.

A4.2 Total Compensation Amount

The revised Total Compensation Amount (TCA) for the Affiliation Agreement for FY 2006-07 only is:

| **Program** | **Amount** |
|---|---|
| Forensic Fellows Services (main Agreement) | $226,600 |
| Urgent Care Center Program Development Services (Addendum A) | $300,000 |
| **Total TCA for Affiliation Agreement** | **$526,600** |

## A5 PAYMENT PROCEDURES

Contractor and DMH understand and agree that persons providing UCC Program Development Services under this Agreement are employees of the Contractor. The parties understand and agree that the Contractor shall be responsible for submitting monthly status reports and invoices as described in Sections A3 and A4 of this Addendum A. Upon receipt and approval of the Status Reports of the deliverables and invoices from the Contractor, DMH shall remit payment to Contractor within thirty (30) days of invoice.

Contractor shall submit invoices to:

DMH ADULT SYSTEMS OF CARE REGIONAL MEDICAL DIRECTOR
COUNTY OF LOS ANGELES- DEPARTMENT OF MENTAL HEALTH
550 SOUTH VERMONT AVENUE, 12TH FLOOR
LOS ANGELES, CALIFORNIA 90020

## A6 NOTICES

All communications to Contractor regarding Services provided pursuant to this Agreement should be sent to the Contract Manager for this Addendum A:

Carlos Pato, M.D.
Chair
USC Department of Psychiatry
2020 Zonal Ave.
IRD Building, Room 702
Los Angeles, CA 90033

S:\DMHASOC\ASOC\ASOC1\LAC+USC\Board Letters\Addendum A 3-15-07.DOC – 4-18-07 sfarrell

ATTACHMENT II

BOARD OF SUPERVISORS OFFICIAL COPY

76R 352M (11/83)

COUNTY OF LOS ANGELES

# REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 435

DEPARTMENT OF MENTAL HEALTH

19

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFOR**

4 - Votes

| Sources: | Uses: |
|---|---|
| Department of Mental Health<br>Operating Transfers In<br>A01-MH-20500-96-9911<br>$300,000<br><br>Increase Revenue | Department of Mental Health<br>Services and Supplies<br>A01-MH-20500-2000<br>$300,000<br><br>Increase Appropriation |
| Mental Health Services Act-Prop. 63<br>Designations for Budget Uncertainties<br>BT1-3047<br>$300,000<br><br>Decrease Designation | Mental Health Services Act-Prop. 63<br>Operating Transfers Out<br>BT1-MH-41189-6100<br>$300,000<br><br>Increase Appropriation |

**Justification:**

This adjustment is requested to increase appropriation for Services and Supplies to provide spending authority for the Affiliation Agreement with the University of Southern California for urgent care center program development services. This appropriation increase is fully funded by Mental Health Services Act - Proposition 63 revenue. There is no impact on net County cost.

Marvin J. Southard, D.S.W.

Director of Mental Health

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR — ACTION

✓ RECOMMENDATION

AUDITOR-CONTROLLER NO. 224

BY Conzon

Apr. 12 2007

APPROVED AS REQUESTED AS REVISED

4-17 2007

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED): BOARD OF SUPERVISORS 19

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER