

**CONTRACT #NORTH SOUND BHO-SNOHOMISH COUNTY-MEDICAID/BHSC-16-18**  
**April 1, 2016 – March 31, 2018**

**CONTRACT DELIVERABLES**

DESCRIPTION	DUE DATES	Contract Reference
1. Concurrent with the execution of this Contract, Contractor shall furnish North Sound BHO with a copy of the explicit written authorization of their governing bodies to enter into this Contract and accept the financial risk and responsibility to carry out all terms of this Contract including the ability to pay for all expenses incurred during the contract period.	5/2/16	F.4 PIHP F.4 BHSC
2. Contractor shall provide a list of any Contractor individuals and entities with an ownership or control interest in the organization. The Contractor must provide a list with details of ownership and control. Submission on Exhibit T.	6/1/16	F.11 PIHP
3. Contractor shall submit a utilization plan for the use of flex funds. Plan must include a narrative on how flex fund availability is communicated to Contractor staff.	6/1/16	Exhibit A
4. Contractor shall maintain Commercial General Liability Insurance (CGL). If the Contractor is not a member of a risk pool, the Contractor shall carry CGL to include coverage for bodily injury, property damage, and contractual liability, with the following minimum limits: Each Occurrence - \$1,000,000; General Aggregate - \$2,000,000.  All non-risk pool policies shall name North Sound BHO as a covered entity under said policy(s).	5/2/16	F.17 PIHP F.16 BHSC
5. Contractor shall report once a year on residential and housing supply utilized by individuals with substance use/co-occurring disorders in the region. This shall include the number of individuals living in mental health boarding homes, RTFs, other boarding homes, AFHs, and subsidized public housing by types of subsidy.  Template is found at: <a href="http://northsoundbho.org/forms/">http://northsoundbho.org/forms/</a>	4/15/17 4/15/18	N/A

DESCRIPTION	DUE DATES	Contract Reference
<p>6. Contractor shall submit grievance data to North Sound BHO for the Exhibit N reporting.</p> <p>Contractor shall submit the Grievance, Denial &amp; Fair Hearing Reporting List, and a Narrative Report. A reporting format will be developed and posted on the North Sound BHO website prior to 6/1/16.</p>	<p><b>Quarterly</b> Due 15 days post quarter end</p>	<p>B.18 PIHP .16 BHSC</p>
<p>7. Report Contractor and subcontract revenue and expenditure information to North Sound BHO on a biannual basis. Reports must comply with the provisions in the BARS Supplemental Instructions for Mental Health Services promulgated by the Washington State Auditor's Office. Reports are due within 30 days of the quarter end (quarters ending in December and June of each year).</p>	<p><b>Biannually</b></p>	<p>Exhibit O D.3 PIHP D.3 BHSC</p>
<p>8. Contractor shall provide a business continuity and disaster recovery plan within thirty days of execution of this Contract that insures timely reinstatement of the consumer information system following total loss of the primary system or a substantial loss of functionality.</p>	<p>5/2/16</p>	<p>C.12 PIHP C.9 BHSC</p>