FIRST AMENDATORY AGREEMENT

THIS AMENDATORY AGREEMENT is made between the CITY AND COUNTY OF DENVER, a municipal corporation of the State of Colorado ("Denver") and for itself and on behalf of the DENVER HEAD START OFFICE (the "Agency", an office of the OFFICE OF CHILDREN'S AFFAIRS, and together with Denver, the "City") and DENVER HEALTH AND HOSPITAL AUTHORITY, a body corporate and political subdivision of the State of Colorado, authorized to do business in the State of Colorado, (the "Contractor"), jointly ("the Parties").

RECITALS:

- **A.** The Parties entered into an Agreement dated May 11, 2020 (collectively the "Agreement") for the performance of certain work set forth in that Agreement and Exhibit A thereto; and
- **B.** The Parties wish to amend the Agreement to add compensation and expand services due to receipt of Head Start expansion grant.

NOW, THEREFORE, the parties hereby amend the Agreement as follows:

- 1. All references to "Exhibit A" and "Exhibit B" in the existing Agreement shall be amended to read: "Exhibit A and Exhibit A-1, as applicable." The Scope of Work marked as Exhibit A-1 is attached hereto and incorporated herein by this reference.
- **2.** Section 7.D. of the Agreement entitled "<u>Maximum Contract Amount</u>" is amended to read as follows:
 - (1) Notwithstanding any other provision of the Agreement, the City's maximum payment obligation will not exceed SIX HUNDRED FOUR THOUSAND ONE HUNDRED SIXTY-FOUR DOLLARS AND ZERO CENTS (\$604,164.00) (the "Maximum Contract Amount") payable periodic installments in accordance with the rates and budget line items contained on Exhibit A attached hereto and incorporated herein by reference. The City is not obligated to execute an Agreement or any amendments for any further services, including any services performed by Contractor beyond that specifically described in Exhibit A and Exhibit A-1, as applicable. Any services performed beyond those in Exhibit A and Exhibit A-1, as applicable are performed at Contractor's risk and without authorization under the Agreement."
- **3.** Section 7.F. of the Agreement entitled "Non-Federal Share Match" is amended to read as follows:

"The Contractor will contribute a match of at least twenty percent (20%) of the Maximum Contract Amount from non-federal funds through

cash or in-kind contributions of services or property. Values for non-federal in-kind contributions of services and property will be established in accordance with applicable federal law, regulations, cost principles, or as otherwise determined by an appropriate federal agency. Contractor's total non-federal match contribution (cash and in-kind services or property) under this Agreement will be at least ONE HUNDRED FIFTY-ONE THOUSAND FORTY-ONE DOLLARS AND ZERO CENTS (\$151,041.00) as set forth in more detail in Exhibit A-1. The Contractor will report in writing to the City, within thirty (30) calendar days from the date of receipt thereof, any cash or other funds to be applied toward the nonfederal match that Contractor receives. Contractor will be responsible for documenting and maintaining accurate records to the reasonable satisfaction of the City of both Contractors' non-federal share contributions and the contributions of Subdelegates and any Vendor designated by the Director. Such contributions will be recorded on each expenditure variance report and in written reports forwarded to the City on a monthly basis. Each monthly report will list all contributions provided by Contractor and/or its Subdelegates and/or any Vendor for each respective quarter and will list the total amount of contributions made as of the date of the monthly report."

- **4.** Except as herein amended, the Agreement is affirmed and ratified in each and every particular.
- 5. This First Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

[SIGNATURE PAGES FOLLOW]

Contract Control Number: Contractor Name:	MOEAI-202055998-01 Legacy: 202054296 DENVER HEALTH AND HOSPITAL AUTHORITY			
IN WITNESS WHEREOF, the pa Denver, Colorado as of:	rties have set their hands and affixed their seals at			
SEAL	CITY AND COUNTY OF DENVER:			
ATTEST:	By:			
APPROVED AS TO FORM:	REGISTERED AND COUNTERSIGNED:			
Attorney for the City and County of	Denver			
By:	By:			
	By:			

Contract Control Number: Contractor Name:

MOEAI-202055998-01 Legacy: 202054296 DENVER HEALTH AND HOSPITAL AUTHORITY

Ву:	DocuSigned by: Amanda Brudun OACDB82B6128484
Name:	Amanda Breeden
	(please print)
Title:	Director, SPARO
	(please print)
ATTE	ST: [if required]
By:	
Name:	(please print)
	1 /
Title:	
	(please print)

Exhibit A-1

Scope of Services
Denver Great Kids Head Start and Denver Health and Hospital Authority
Health and Dental and Mental Health Services
2020-2021 Program Year

Denver Great Kids Head Start (DGKHS) is a program of the Office of Children's Affairs at the City and County of Denver. This purpose of the Office of Children's Affairs is to ensure Denver's children and youth have their basic needs met, are ready for kindergarten, and prepared for academic and professional success. Aligned with this overall mission, the vision of DGKHS is to prepare Early Head Start and Head Start children to enter Kindergarten competently with the social, physical emotional, and cognitive skills and competencies necessary for continuing school success.

DGKHS operates the Head Start program in East, Northeast, Southeast, Southwest and near West Denver neighborhoods through a grantee-delegate agency model. The grantee part of the model is comprised of administrative, budget, and content area administrators based with the Office of Children's Affairs. The delegate agency part of the model is comprised of six independent agencies. Collectively, the funded enrollment is 1,344 children.

DGKHS provides integrated supplemented services to enrolled Head Start children and families at the delegate agency level though vendor contracts. These include: Health services, Nutrition services, Mental Health Consultation services and services to Children with Disabilities.

With over 70 percent of Head Start children served by Denver Health and Hospital Authority (DHHA) as their medical and dental home and with access for Head Start children to the Denver Health School-based Regional Health Centers, DHHA is well-positioned to provide comprehensive health services to children and families in DGKHS.

This contract for the provision of supplemental health, dental and mental health consultation services by DHHA.

Health and Dental Services

- Health and dental services
- Consultation training and technical assistance to support DGKHS, Delegate agencies, Early Head Start and Head Start children and families in area of health and dental services.
- Communication and coordination for health and dental services between and among DGKHS and the delegate agencies.
- Requirements for monitoring and reporting of DGKHS.

These services are to be provided in a linguistically and culturally responsive manner as needed.

Service Provision:

DHHA shall provide primary health and dental care services, clinical oversight, and resource support for the DGKHS program as managed by the DGKHS Health Services Director. DHHA will:

- Coordinate and provide clinical consultation to <u>all</u> delegate agencies and provide nursing support.
- Provide medical consultation and medical oversight of the health program through a health services <u>clinical</u> consultant.
- Provide nursing support and oversight through a team of RN Case Managers.
- Provide training of new nursing personnel and ongoing monitoring and training to ensure Early Head Start and Head Start performance standards <u>and Colorado</u> <u>State requirements</u> are met and quality of care follows nursing practice protocols.
- Provide direct dental services to children. A dentist will provide a preventative oral health screening in Early Head Start and Head Start classrooms within 90 days of enrollment.
- Coordinate the scheduling of in-classroom dental screenings and ensure that children with identified needs receive referrals to be able to access follow-up care. Children with moderate to severe dental caries will be offered assistance in scheduling follow-up dental visits within 30 days of a referral for follow-up care from a DGKHS delegate agency.
- Provide temporary nursing coverage to delegate agencies for staff vacancies.
- Work with the DGKHS Health Services Director to develop and ensure delivery of health services in accordance with Early Head Start and Head Start performance standards as specified in 45 CFR 1304.20. These responsibilities include;
 - Assist delegate agencies in ensuring DGKHS children and families have a medical home.
 - Complete health screenings within 45 days of entry including vision and hearing screenings, height, weight, and blood pressure – if not noted on physical examination.
 - Coordinate with the Marion Downs Center as needed in scheduling screenings and follow-up of children needing further services.
 - Review health histories of children with significant health concerns and follow-up on health concerns with appropriate documentation.
 - Develop health care action plans for children with identified significant health concerns.
 - Act as a resource for staff members in the triage and evaluation of acute medical conditions and the meeting of health exclusion criteria.
 - Coordinate with appropriate staff in obtaining documentation of required immunization and physical examinations per Head Start and State Childcare Regulations and EPSDT requirements.
 - Work with delegate agencies to <u>ensure</u> all children receive a dental evaluation within 90 days of entry to the program.
 - Collaborate with other RN nurse consultants to ensure all Early Head Start and Head Start performance standards and childcare regulations are completed
 - Work with delegate agencies to provide dental care coordination, tracking, and information on follow-up appointments.

Consultation, Training, and Technical Consultation

DHHA will provide consultation, training, and technical consultation as defined below:

- Provide consultation and training on identified health concerns to enable staff to accommodate children in the classroom.
- Work with the delegate agency staff in its development of healthcare action plans to safely integrate children with special healthcare needs into the classroom setting.
- Develop and provide new employee orientations and other trainings as requested <u>in compliance with state regulations</u>.

Communication and Coordination

DHHA, shall be required to provide the following communication and coordination as defined below:

- Provide integration of health services with Early Head Start and Head Start families medical home to:
 - 1. Obtain medical and immunization records with appropriate release of records
 - 2. Arrange for specialty appointments as needed for children with identified health or dental concerns.
 - 3. Interface with other medical home staff to ensure that timely medical and dental follow-up is accomplished.
- Communicate and coordinate with other health care providers to ensure referral and follow-up for Early Head Start and Head Start children.
- Attend monthly DGKHS Management team and relevant content area meetings (i.e., disabilities/mental health, education, family services, and health), DGKHS Health Services Advisory Committee meetings, and/or delegate agency health team meetings.
- Meet monthly with the DGKHS Health Services Director to plan, problem-solve and implement best practices in health and dental care services.
- Provide reporting in accordance with DGKHS policies and procedures related to Child Welfare.

Monitoring and Reporting

DHHA assists the DGKHS Health Service Director in ensuring compliance with Federal Early Head Start and Head Start Performance Standards by completing audits on 10 to 15 percent of children's health charts one time per year (<u>December/January/February</u>). DHHA will review PIR data twice yearly and report the information back to Early Head Start and Head Start delegate health staff and identify corrections and areas for improvement. The Health Vendor with work with the DGKHS Health Services Director to strategize and develop a corrective action plan for any health and dental indicator that is not in the acceptable 90-100% range.

- In conjunction with the DGKHS Health Services Advisory Committee, yearly reviews and maintains health policies and procedures, monitors changes in the health arena and proposed changes in compliance with Head Start Performance Standards and Colorado State guidelines.
- Submits monthly health vendor invoices detailing services and cost.

Mental Health Services

DHHA will continue to offer early childhood mental health consultation to all 1, 344 children in Denver Great Kids Head Start and DGKHS Early Head Start children.

The consultation team will provide the following tasks to ensure mental health and social emotional performance standards are met and to support positive social and emotional health for children enrolled in DGKHS.

Service Provision:

- Complete Shared Planning document with each delegate at the start of the school year. This will include initial conversations with delegate coordinators and administrators to identify program strengths and needs, and determine priorities for service provision for the year.
 - Each Delegate agency will have a liaison assigned within the early childhood mental health consultation team. This liaison will work with delegate coordinators to facilitate and obtain referrals for consultation services.
- Upon referral for classroom-focused consultation, a consultant will provide a
 classroom observation utilizing the CHILD to identify teacher goals and assess
 effectiveness of consultation. Teachers, Directors, education coaches, and other
 administration as needed, should be available for regular consult and evaluation
 of needs for classroom support.
- Consultant will provide classroom mentoring, coaching, and modeling as needed with referrals for child-focused consultation and classroom-focused consultation.
- Provide consultation to parents including parent education, coaching, advocacy, and support regarding identified child and at a location convenient for parents.
- Where indicated and with parental permission, facilitate referrals for children needing to be seen at Denver Health's Outpatient Behavioral Health Services or Community Mental Health Services. Facilitate linkage to community resources for further medical or mental health resources.
- Provide staff development training on topics in collaboration with delegate
 agency administrators and DGKHS disabilities and mental health administrator.
 Topics may include: managing stress, understanding perinatal mood and anxiety,
 communication, and building relationships. When requesting a staff development
 training consultants will need at least three weeks prior notice to ensure the
 development and facilitation of requested training.
- In collaboration with delegate staff and DGKHS facilitate content delivery of parent education classes. When requesting a parent education class at least three weeks prior notice is needed.

- Attend collaboration meetings when a referral is present. If consultant is unable
 to attend collaboration meetings they will provide documentation of
 recommendations for strategies and up-dates on work with teachers and families.
- Provide quarterly updates to the DGKHS Management Team.
- Provide reporting in accordance with DGKHS policies and procedures related to child welfare.
- Work with Denver Health Research Assistant to provide program evaluation including but not limited to demographic information and information on adverse childhood experiences.
- Complete consultation evaluations and surveys with teachers, administrators, family service workers, and families when able, to ensure that efforts to evaluate program success are made on an ongoing basis.
- When a referral for relationship-based reflective processing is present, assigned consultant will provide relationship-based reflective processing with family service workers and/or other Head Start program staff up to 2 hours per month. The assigned consultant will collect program evaluations from family service workers upon completion of services. In order for this service to be effective, the respective delegate agency will allow the FSW the appropriate time needed to complete reflection on an ongoing basis.
- DHHA ECMHC staff will work with delegate directors, DHHA Health Team, DGKHS, and delegate agency staff to ensure that safety precautions are taken, planned for and executed in accordance with state guidance as we continue to respond to COIVD-19. DHHA ECMHC staff will work with delegate staff to offer and provide virtual consultation, virtual meetings, virtual live streaming observations, and virtual consultation services as need and in response to COIVD-19.
- Submit monthly documentation to include:
 - Mental health vendor invoices detailing services and cost.
 - o PIR data
 - Discharge Summaries for closed referrals will be submitted to delegate coordinators. This will include pre and posttest data on DECA-C screens and CHILD observation outcome information.

Time Period

July 1, 2020 through June 30, 2021

	Health and D	ental Services Base		
Project:	Head Start			
DH PI:	Laura Doanes			
Department:	Community Health			
Period:	07/01/20-06/30/21			
		Annual Salary	Effort	Total
HEALTH AND DENTAL SI	ERVICES			
Salaries and Wages				
	Health Consultant (0.25FTE)	\$127,712	15%	\$19,157
	RN Case Manager, Supervisor (1.0FTE)	\$88,296	81%	\$71,741
	RN Case Manager (0.85FTE)	\$73,798	65%	\$47,969
	RN Case Manager (1.0FTE, 10 months)	\$79,560	30%	\$23,868
(includes projected salary increases)				
			Health and Dental Salaries	\$162,734
	Fringe Benefits			
		27.2% of Salaries		\$44,264
			Total Health and Dental Salaries and Wages	\$206,998
Other Expenses				,
<u> </u>	Mileage			\$2,540
	Training and Continuing Education			\$1,200
	Repair/Maintenance of Equipment - Calibration			\$1,400
	Minor Furniture/Equip - Nonmedical - Laptop			\$400
	Medical/Dental Supplies			\$1,300
	Data Cards			\$2,200
	Copay fund for families			\$100
	Communication (Cell Phones)			\$1,200
	Meals, meetings			\$400
	Supplies/ copying			\$51
			Total Other Health and Dental Expenses	\$10,791
			Health and Dental Direct Costs	\$217,789
Indirect Costs (Waived)				\$0
Total Costs/Total Reques	ted		Federal Share	\$217,789
•			Non Federal Share	\$54,447

	Health and Den	tal Services Expansion	on	
		Annual Salary	Effort	Total
HEALTH AND DENTAL S	ERVICES			
Salaries and Wages				
_	RN Case Manager, Supervisor			
	(1.0FTE)	\$88,296	-3%	-\$3,064
	RN Case Manager (0.85FTE)	\$75,275	1%	\$779
	RN Case Manager (1.0FTE, 10 months)	\$79,560	32%	\$25,837
(includes projected salary increases)				
			Health and Dental Salaries	\$23,552
	Fringe Benefits			
	_	29.3% & 28.2% of Salaries		\$9,295
			Total Health and Dental Salaries and Wages	\$32,847
Other Expenses				
	Mileage			-\$40
	Training and Continuing Education			\$300
	Repair/Maintenance of Equipment - Calibration			\$1,000
	Minor Furniture/Equip - Nonmedical - Laptop			\$2,100
	Medical/Dental Supplies			-\$300
	Data Cards			-\$500
	Meals, meetings			\$100
	Supplies/ copying			\$893
			Total Other Health and Dental Expenses	\$3,553
			Health and Dental Direct Costs	\$36,400
Indirect Costs (Waived)				\$0
Total Costs/Total Reques	ted		Federal Share	\$36,400
			Non Federal Share	\$9,100

Health and Dental Services Early Head Start				
		Annual Salary	Effort	Total
HEALTH AND DENTAL SE	RVICES			
Salaries and Wages				
	RN Case Manager, Supervisor (1.0FTE)	\$91,569	5.00%	\$3,814
	RN Case Manager (1.0FTE)	\$79,560	12.53%	\$8,303
(includes projected salary increases)			Health and Dental Salaries	\$12,117
	Fringe Benefits			
		29.3% & 28.2% of Salaries		\$3,484
			Total Health and Dental Salaries and Wages	\$15,600
			Health and Dental Direct Costs	
Indirect Costs (Waived)				\$0
Total Costs/Total Request	ed		Federal Share	\$15,600
			Non Federal Share	\$3,900

	Mental Health	Services Base		
Project:	Head Start			
DH PI:	Rachael Harmon, LCSW			
	School and Community Health			
Department:	Services			
Period:	07/01/20 - 06/30/21			
		Annual Salary	Effort	Total
MENTAL HEALTH SERVICES				
Salaries and Wages				
	Supervisor LCSW, Rachel Harmon	\$89,509	100%	\$89,509
	LCSW, Allison Stewart	\$33,878	100%	\$33,878
	LCSW, Jamie Lanin	\$53,875	51%	\$27,301
(includes projected salary increases)	,	, , , , , ,		, , , , , , ,
			Mental Health Salaries	\$150,688
	Fringe Benefits			
		27.2% of Salaries		\$40,987
			Total Mental Health Salaries and Wages	\$191,675
Other Expenses				
	Mileage			\$2,500
	Training and Continuing Education			\$2,000
	Supplies and Curriculum			\$2,000
	Communication (Cell Phones)			\$1,200
			Total Other Mental Health Expenses	\$7,700
			Mental Health Direct Costs	\$199,375
Indirect Costs (Waived)				\$0
Total Costs/Total Requeste	d		Federal Share	\$199,375
			Non Federal Share	\$49,844

	Mental Health Se	rvices Expansion		
		Annual Salary	Effort	Total
MENTAL HEALTH SERVICES				
Salaries and Wages				
	Supervisor LCSW, Rachel Harmon	\$89,509	-23%	-\$20,699
	Mental Health Consultant LCSW, Allison Stewart	\$34,598	2%	\$720
	Mental Health Consultant LCSW, Jamie Lanin	\$64,256	58%	\$36,955
	Mental Health Consultant, LCSW	\$52,242	100%	\$52,242
	Mental Health Consultant, LCSW	\$23,753	100%	\$23,753
(includes projected salary increases)				
			Mental Health Salaries	\$92,971
	Fringe Benefits			
	-	29.3% & 28.2% of Salaries		\$25,289
			Total Mental Health Salaries and Wages	\$118,260
Other Expenses				
	Training and Continuing Education			\$3,400
	Supplies and Curriculum			\$3,040
	Communication (Cell Phones)			\$300
			Total Other Mental Health Expenses	\$6,740
			Mental Health Direct Costs	\$125,000
Indirect Costs (Waived)				\$0
Total Costs/Total Requested Federal Share			\$125,000	
			Non Federal Share	\$31,250

Mental Health Services Early Head Start				
		Annual Salary	Effort	Total
MENTAL HEALTH SERVICES				
Salaries and Wages				
	ECMH consultant, LCSW	\$70,720	11%	\$7,767
			Mental Health Salaries	\$7,767
	Fringe Benefits			
		29.3% & 28.2% of Salaries		\$2,233
			Total Mental Health Salaries and Wages	\$10,000
			Mental Health Direct Costs	\$10,000
Indirect Costs (Waived)				\$0
Total Costs/Total Requested Federal Share			\$10,000	
·			Non Federal Share	\$2,500