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www.publichealth.lacounty.gov



BOARD OF SUPERVISORS

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September 29, 2021

Kelly Colopy, Director, Department of Health & Human Services
City of Long Beach, Department of Health & Human Services
2525 Grand Avenue
Long Beach, California 90815

34207


Dear Ms. Colopy:

FULLY EXECUTED CONTRACT: MAWO NO. PH-003082-W2-1, BIOMEDICAL HIV PREVENTION SERVICES

Enclosed is your agency's fully executed contract amendment, Contract No. PH-003082-W2-1. This is the contract between the County of Los Angeles and City of Long Beach, Department of Health & Human Services for Biomedical HIV Prevention Services to extend the contract for the term effective July 1, 2021 through June 30, 2022. Please note all applicable performance requirements as stipulated in this document.

If you have any questions regarding your MAWO, please call Mariana Khachatryan of my staff, at mkhachatryan@ph.lacounty.gov.

Very truly yours,


Monique Collins, M.P.H., Chief
Contract Administration

MC:mk

R:\CAD\Contract Development and Processing\Development of Contracts\2021\Biomedical HIV Prevention extensions\Fully Executed Contract & Letter\CLB\CLB PH-003082-W2-1 Biomed FE letter.docx

Enclosure

ec: Thomas Modica (CLB)
Paulina Zamudio

Linda Tatum (CLB)
Chron (CAD)

Sine Yohannes

34207

COUNTY OF LOS ANGELES / DEPARTMENT OF PUBLIC HEALTH

MASTER AGREEMENT WORK ORDER FOR
BIOMEDICAL HIV PREVENTION SERVICES

Amendment Number 1

THIS AMENDMENT is made and entered on Sep 22, 2021,

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

CITY OF LONG BEACH DEPARTMENT
OF HEALTH AND HUMAN SERVICES
(hereafter "Contractor").

WHEREAS, on February 1, 2016 the County of Los Angeles and Contractor, entered into Master Agreement Number PH-003082 to provide Biomedical HIV Prevention services for the Department of Public Health; and

WHEREAS, reference is made to Master Agreement Number PH-003082 and any amendments thereto (all referred to as "Master Agreement"), between County and Contractor; and

WHEREAS, on April 9, 2020, the County and Contractor entered into Master Agreement Work Order (MAWO) Number PH-003082 to provide Biomedical HIV Prevention Services; and

WHEREAS, on January 5, 2016, the County Board of Supervisors delegated authority to the Director of Public Health, or designee, to execute amendments to MAWO PH-003082; and

WHEREAS, it is the intent of the parties hereto to amend the MAWO to extend the term for the period of July 1, 2021 through June 30, 2022, to provide Biomedical HIV Prevention services and make certain modifications to the MAWO; and

WHEREAS, County has been awarded funds from the Centers for Disease Control and Prevention Ending the HIV Epidemic grant award, Assistance Listing Number (formerly named Catalog of Federal Domestic Assistance Number) 93.940; and Realignment Non-Drug Medi-Cal funds through a transfer of funds from the Department of Public Health Substance Abuse Prevention and Control Program and

WHEREAS, Master Agreement provides that changes in accordance to Paragraph 8.1, Amendments may be made in the form of a written Amendment which is formally approved and executed by the parties; and

WHEREAS, Contractor warrants that it possesses the competence, expertise, and personnel necessary to provide services consistent with the requirements of this MAWO and consistent with the professional standard of care for these services.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment is hereby incorporated into the original MAWO and all of its terms and conditions, including capitalized terms defined therein, shall be given full force and effect as if fully set forth herein.

2. This Amendment shall be effective upon execution for the term of July 1, 2021 through June 30, 2022.

3. Paragraph 3.0, TERM OF MASTER AGREEMENT WORK ORDER, shall be deleted in its entirety and replaced as follows:

“3.0. TERM OF MASTER AGREEMENT WORK ORDER: The term of this MAWO shall commence effective October 1, 2019 and continue in full force and

effect through June 30, 2022 unless sooner terminated or extended, in whole or in part, as provided in this MAWO. “

4. Paragraph 7.0, MAXIMUM TOTAL COST AND PAYMENT, Subparagraphs 7.1, 7.2 and 7.3 shall be deleted in its entirety and replaced as follows:

“ 7.1 Effective October 1, 2019 through June 30, 2022, the Maximum Total Cost that County will pay Contractor for all services provided under this MAWO for Biomedical HIV prevention services shall not exceed four hundred fifty-three thousand, six hundred sixty-five thousand (\$453,665) as set forth in Attachment C-REVISED (C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8 and C-9), Budgets, attached hereto and incorporated herein.

7.2 County agrees to compensate Contractor in accordance with payment structure set forth in Attachment C-REVISED) C-1, C-2, C-3, C-4, C-5, C-6 C-7, C-8 and C-9 Budgets. Attached hereto and incorporated herein by reference.

7.3 Contractor shall satisfactorily perform and complete all required Services in accordance with Attachment A, (A-1 and A-2) Statements of Work and Attachment B (B-1, B-2, B-3 and B-4), Scopes of Work, notwithstanding the fact that total payment from County shall not exceed the Maximum Total Cost amount. Performance of services as used in this Paragraph includes time spent performing any of the service activities designated in the Attachment(s) including, but not limited to, any time spent on the preparation for such activities.”

5. Scopes of Works B-3 and B-4 shall be added.

6. Schedules C-7, C-8, and C-9 shall be added.

7. Except for the changes set forth hereinabove, the MAWO shall not be changed in any other respect by this Amendment.

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

COUNTY OF LOS ANGELES

Barbara Ferrer

By Barbara Ferrer (Sep 22, 2021 16:09 PDT)
Barbara Ferrer, Ph.D., M.P.H, M.Ed.
Director

CITY OF LONG BEACH DEPARTMENT OF
HEALTH AND HUMAN SERVICES

Contractor

By Sinda J. Jabum for
Signature

Thomas B. Modica

Printed Name

Title City Manager

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
RODRIGO A CASTRO-SILVA
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Public Health

Karen Buehler

By: Karen Buehler (Sep 22, 2021 14:53 PDT)

Contracts and Grants Management Division

DA #05894.jc

APPROVED AS TO FORM

August 23, 2021

CHARLES PARKIN, City Attorney

By Taylor M. Anderson
TAYLOR M. ANDERSON
DEPUTY CITY ATTORNEY

SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide BHPNS to 228 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
1	Collect intake information at each medical visit	- Collect client demographic information including but not limited to: date of birth, gender, age, and gender of sexual partners. - Collect client eligibility information	Data elements will be included in report to Division of HIV and STD Program (DHSP) collected as part of reporting requirements.
2	Conduct a risk behavior screening at least every six (6) months and at discontinuation	- Identify clients who are potential PrEP candidates - Monitor risk behaviors of clients - Identify ongoing risk indicators	Documentation in the client's chart must clearly indicate that a risk reduction strategy was discussed with the client based on the risk assessment. Data elements will be included in report to DHSP collected as part of reporting requirements.
3	Conduct brief risk reduction education/intervention at least every six (6) months or more frequently if necessary	- Based on risk behavior screen results, conduct a brief intervention to raise client's awareness of their risk and motivate behavior change*	Documentation in the client's chart must clearly indicate that a risk reduction strategy was discussed with the client based on the risk assessment. Data elements will be included in report to DHSP collected as part of reporting requirements.
4	Provide HIV and STD prevention education at least every six (6) months or more frequently if necessary	- Discuss HIV and STDs: <ul style="list-style-type: none"> • Prevention • Transmission • Symptoms • Treatment • Testing • Importance of getting tested every three months or more if symptoms arise - Discuss risk reduction options	Documentation in the client's chart must clearly indicate that a risk reduction strategy was discussed with the client based on the risk assessment. Data elements will be included in report to DHSP collected as part of reporting requirements.

DHSP BIOMEDICAL HIV PREVENTION SERVICES

*Indicates protocols, interventions, education materials, program forms, etc., that may require prior approval from DHSP before use. Material Requirements can be found at: <http://publichealth.lacounty.gov/dhsp/InfoForContractors.htm>

SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide BHPNS to 228 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
5	Provide PEP and PrEP education	<ul style="list-style-type: none"> • Provide basic PrEP education including the importance of adherence • Provide basic PEP education including the importance of adherence • Discuss the risks of STD acquisition in the context of PrEP • Discuss other HIV prevention options including condom use education • Provide DHSP approved fact sheet on side-effect management 	<p>Documentation in the client's chart must contain a signed and dated PrEP or PEP fact sheet.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
6	Case conference	<ul style="list-style-type: none"> • Discuss special client needs including but not limited to: <ul style="list-style-type: none"> • Adherence • Referrals (e.g. Mental Health and Substance Use) 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p> <p>Documentation in the client's chart must clearly indicate which topics were discussed and what steps were taken to meet the client's needs.</p>
7	Provide referral to services	<ul style="list-style-type: none"> - Conduct referrals as needed based on the assessment conducted at program intake. Referrals include but are not limited to: mental health and substance abuse services, other prevention services such as partner services, syringe exchange, and general social services - Every effort should be made to ensure that the client was successfully linked to services* 	<p>Documentation in the client's chart must clearly indicate which referrals were provided based on the client assessment.</p> <p>Documentation must clearly indicate efforts made to ensure that client was successfully linked to referral. A successful linkage will be indicated by evidence client went to referral appointment.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>

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SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide BHPNS to 228 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
8	Assist in obtaining necessary documentation	<ul style="list-style-type: none"> - Necessary documents include but not limited to the following: <ul style="list-style-type: none"> • Eligibility for programs • Medical release of information • Insurance 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p> <p>Documentation in the client's chart must clearly indicate what documentation was obtained.</p>
9	Communication with client	<ul style="list-style-type: none"> - Monthly contact with the client is a best practice. Communication will be consistent with the client's acuity. Client communication can be in many forms, for example: in person; phone; text; email; social media, etc. Communication with the client includes but not limited to the following: <ul style="list-style-type: none"> • appointment reminders • missed appointment calls • 2-3 day appointment follow-up • side-effect and adherence check in • scheduling and re-scheduling appointments • follow-up STD appointments 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>

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SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide BHPNS to 228 clients annually

		<ul style="list-style-type: none"> • reasons for discontinuation 	
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TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
10	Assist the client with medical home relocation	<ul style="list-style-type: none"> - Activities include but are not limited to the following: <ul style="list-style-type: none"> • Scheduling appointment • Confirming insurance eligibility • Program eligibility • Medical release of information • Insurance information 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p> <p>Documentation in the client's chart that clearly indicates if the client was referred to another medical provider.</p> <p>Documentation must include a notation that a transition plan was developed and provided to the client. If appropriate, a signed medical release should be placed in the client's record. Documentation should clearly demonstrate that the coordinator assisted the client in making the appointment and that appropriate documentation was provided to the client and/or the client's new provider as appropriate.</p>
11	Chart Review prior to and /or after medical appointment or other	<ul style="list-style-type: none"> - Chart Review must be done to identify client needs including but not limited to the following issues: <ul style="list-style-type: none"> • Adherence • Substance use • Mental health • HIV and STD test results • Social service needs 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
12	Medical or psychosocial follow ups	<ul style="list-style-type: none"> - Follow ups include but not limited to the following: <ul style="list-style-type: none"> • Adherence assistance - Referral to services (mental health substance use, HIV/STD care) 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>

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SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

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TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
13	Provide adherence assistance	<ul style="list-style-type: none"> - Adherence assistance includes but is not limited to the following: <ul style="list-style-type: none"> • Discuss importance of adherence • Provide strategies for medication reminders • Supply tools to support medication adherence • Follow up check in with clients to support adherence 	Data elements will be included in report to DHSP collected as part of reporting requirements.
14	Medication management	<ul style="list-style-type: none"> - Medication management consists of ensuring that the client fills and gets refills for medication <ul style="list-style-type: none"> • Pharmacy check (in-house pharmacy) • Follow up call with clients to confirm prescription was filled 	Data elements will be included in report to DHSP collected as part of reporting requirements.
15	Conduct referrals and linkage to primary care	<ul style="list-style-type: none"> - Assess and refer as needed to appropriate PrEP provider covered by client's insurance - Create individual transition plan with client, which includes identifying their primary care provider (PCP) or helping them identify a new one in their plan - Obtain medical release of information 	<p>Documentation in the client's chart that clearly indicates if the client was referred to another medical provider.</p> <p>Documentation must include a notation that a transition plan was developed and provided to the client. If appropriate, a signed medical release should be placed in the client's record.</p>

DHSP BIOMEDICAL HIV PREVENTION SERVICES

*Indicates protocols, interventions, education materials, program forms, etc., that may require prior approval from DHSP before use. Material Requirements can be found at: <http://publichealth.lacounty.gov/dhsp/InfoForContractors.htm>

SCOPE OF WORK

Biomedical HIV Prevention Navigation Services (BHPNS)

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide BHPNS to 228 clients annually

		<ul style="list-style-type: none"> - Assist client, as needed, with scheduling appointment and transfer of appropriate medical information to client or provider - Send referral packet to PCP 	<p>Documentation should clearly demonstrate that the coordinator assisted the client in making the appointment and that appropriate documentation was provided to the client and/or the client's new provider as appropriate.</p> <p>Data elements will be included in report to DHSP collected as part of the reporting requirements</p>
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TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
16	Document client discontinuation	<ul style="list-style-type: none"> - Clients no longer in care must be discontinued. - At the time of discontinuation: <ul style="list-style-type: none"> • If client discontinues PrEP visits, make and document at least 3 attempts to follow up • If client is reached document reason for discontinuation • Conduct behavioral risk assessment at discontinuation • Discuss risk reduction strategies, if ongoing risk is identified 	Data elements will be included in report to DHSP collected as part of reporting requirements.

DHSP BIOMEDICAL HIV PREVENTION SERVICES

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SCOPE OF WORK

Post-exposure Prophylaxis (PEP) Services

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide PEP services to 22 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
1	Conduct a risk behavior screening and provide a brief intervention	<ul style="list-style-type: none"> - Identify patients with high risk exposure in past 72 hours for expedited evaluation - Engage other clinical staff to expedite visit and ensure receipt of medication as soon as possible - Conduct a brief intervention to raise client's awareness of their risk and motivate behavior change* 	<p>Documentation in the client's chart must clearly indicate that a risk behavior screening and a brief intervention were conducted.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
2	Conduct a program intake and assessment with clients who are PEP candidates	<ul style="list-style-type: none"> - Introduce program and perform insurance screening* - If client is uninsured, refer for Benefits Navigation - If client is insured but not a match to clinics' covered plans or other referral needs, refer to service element Referral and Linkage to Primary Care 	<p>Documentation in the client's chart must clearly indicate a program intake and assessment was conducted.</p> <p>Documentation should include all referrals that were provided. If client is not a match for the clinic's covered insurance plans, a note should be made indicating the disposition of the client.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
3	Provide HIV prevention education	<ul style="list-style-type: none"> • Provide basic PEP education including the pros and cons of PEP* • If indicated provide basic PrEP education including the pros and cons of PrEP* • Discuss other HIV prevention options (e.g. condoms, HIV screening, etc.)* 	<p>Documentation in the client's chart must clearly indicate that PEP and PrEP education was provided to the client and clearly document what other HIV prevention options were discussed.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
4	Provide referral to services	<ul style="list-style-type: none"> - Conduct referrals as needed based on the assessment conducted at program intake 	<p>Documentation in the client's chart must clearly indicate which service referrals were provided based on the client assessment.</p>

SCOPE OF WORK

Post-exposure Prophylaxis (PEP) Services

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide PEP services to 22 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
		<ul style="list-style-type: none"> - Referrals include but are not limited to: mental health and substance abuse services, other prevention services such as partner services and syringe exchange and, general social services. - Every effort should be made to ensure that the client was successfully linked to services* 	<p>Documentation must clearly indicate efforts made to ensure that the client was successfully linked to those services. A successful linkage will be indicated by evidence that client went to referral appointment.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
5	Provide benefits navigation and enrollment	<ul style="list-style-type: none"> - Provide education about the benefits that client may be eligible for and/or explain how best to use the benefits a client already has* - Ensure that uninsured or under insured clients who express interest in services get appropriate health insurance coverage - If necessary, enroll client in Medi-Cal or Affordable Care Act (ACA) insurance through Covered California - For clients with ACA coverage that does not cover PrEP appropriately, discuss future changes to coverage - If necessary, enroll client in manufacturer's MAPs and co-payment assistance program 	<p>Documentation in the client's chart must clearly indicate that the client met with a benefits specialist, the nature of the information shared, and any actions taken, such as submitting an application. Notes should include the final disposition of the clients received benefits.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
6	Conduct initial medical visit	<ul style="list-style-type: none"> - Clinical assessment and Physical Exam - HIV/STD/Hepatitis, Serum 	<p>Documentation in the client's chart must clearly indicate a medical visit was conducted. Key elements of the medical visit must be clearly documented in the client's chart.</p>

SCOPE OF WORK

Post-exposure Prophylaxis (PEP) Services

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide PEP services to 22 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
		<ul style="list-style-type: none"> - Creatinine, pregnancy (if applicable) - PEP education regarding risks and benefits, signs of acute HIV, adherence - Assess potential need for PEP - Risk screening, substance use and mental health needs assessment - Provide referrals if necessary - Provide a PEP starter pack if medication cannot be obtained in a timely manner using insurance or MAP - Assess potential need for PrEP in the future 	<p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
7	Conduct initial non-medical visit	<ul style="list-style-type: none"> - PEP education regarding adherence, missed dose protocols, side effects, symptoms of seroconversion* - Schedule follow-up phone calls, appointment reminders - Referral to services based on needs assessment such as substance use treatment, mental health - Provide PrEP education* - Follow-up phone calls, appointment reminders 	<p>Documentation in the client's chart must clearly indicate a non-medical visit was conducted. Client's chart must clearly indicate what elements were discussed with the client and any phone calls that were made to reach the client. Any linkage to services must also be clearly detailed in the client's chart.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>
8	Provide STD treatment	<ul style="list-style-type: none"> - Include brief visits for STD treatment (after positive screening) if needed between follow-up appointments 	<p>Documentation in the client's chart must clearly indicate a medical visit was conducted. Key elements of the medical visit must be clearly documented in the client's chart.</p>

SCOPE OF WORK
Post-exposure Prophylaxis (PEP) Services
Term: July 1, 2021 through June 30, 2022
CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide PEP services to 22 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
			Data elements will be included in report to DHSP collected as part of reporting requirements.
9	Conduct vaccination administration	- Hepatitis A/B, HPV, and Meningococcal (as indicated)	Documentation in the client's chart must clearly indicate a medical visit was conducted. Key elements of the medical visit must be clearly documented in the client's chart. Data elements will be included in report to DHSP collected as part of reporting requirements.
10	Conduct follow-up medical visit (30 day)	- Conduct laboratory testing: HIV/STD/Creatinine/Urine Pregnancy test - STD treatment, if necessary - Discuss desire and need to start PrEP, if appropriate - Risk screening, substance use and mental health needs assessment	Documentation in the client's chart must clearly indicate a medical visit was conducted. Key element of the medical visit must be clearly documented in the client's chart. Data elements will be included in report to DHSP collected as part of reporting requirements.
11	Conduct follow-up visit (90 day)	- Conduct HIV and STD screening and assess for possible interest in PrEP	Documentation in the client's chart must clearly indicate a follow-up medical visit was conducted. Key elements of the medical visit must be clearly documented in the client's chart. Data elements will be included in report to DHSP collected as part of reporting requirements.
12	Conduct program reassessment (90 days)	- Each client will be reassessed at 90 days to determine ongoing need for PrEP and insurance screening - If uninsured, underinsured or not eligible for services at providers clinic, refer to benefits navigation	Documentation in the client's chart must clearly indicate that a 90-day program assessment was conducted. The notes should clearly indicate any ongoing need for PrEP and how the decision was made. Any benefits navigation should be clearly documented and should include the final disposition of benefits, if necessary. Data elements will be included in report to DHSP collected as part of reporting requirements.
13	Conduct referral and linkage to primary care	- Assess needs and refer, as needed, to a PrEP provider covered by insurance	Documentation in the client's chart that clearly indicates if the client was referred to another medical provider.

SCOPE OF WORK

Post-exposure Prophylaxis (PEP) Services

Term: July 1, 2021 through June 30, 2022

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

Objective: Provide PEP services to 22 clients annually

TASK	SERVICE ELEMENTS	IMPLEMENTATION ACTIVITIES	METHOD(S) OF EVALUATION AND DOCUMENTATION
		<ul style="list-style-type: none"> - Create individualized transition plan with client, which includes identifying their primary care provider (PCP) or helping them identify a new one in their plan - Obtain medical release of information - Assist patient, as needed, with scheduling appointment - Send referral packet to PCP 	<p>Documentation must include a notation that a transition plan was developed and provided to the client. If appropriate, a signed medical release should be placed in the client's record.</p> <p>Documentation should clearly demonstrate that the coordinator assisted the client in making the appointment and that appropriate documentation was provided to the client and/or the client's new provider if appropriate.</p>
14	Successful linkage to primary care	<ul style="list-style-type: none"> - Link client to primary care 	<p>Documentation must clearly demonstrate that client was successfully linked to primary care. Successful linkage is defined as the client making at least one visit with primary care provider.</p> <p>Data elements will be included in report to DHSP collected as part of reporting requirements.</p>

BIOMEDICAL HIV PREVENTION SERVICES

ATTACHMENT C-REVISED.1

BUDGET (SCHEDULES)

Schedules 1-9

October 1, 2019 through June 30, 2020

Schedule C-1:	BHPNS Cost Reimbursement
Schedule C-2:	BHPNS Pay-for-Performance
Schedule C-3:	PEP Fee-for-Service

July 1, 2020 through June 30, 2021

Schedule C-4:	BHPNS Cost Reimbursement
Schedule C-5:	BHPNS Pay-for-Performance
Schedule C-6:	PEP Fee-for-Service

July 1, 2021 through June 30, 2022

Schedule C-7	BHPNS Cost Reimbursement
Schedule C-8	BHPNS Pay-for-Performance
Schedule C-9	PEP Fee-for-Service

SCHEDULE C-7

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

BIOMEDICAL HIV PREVENTION SERVICES

BNHPN Cost Reimbursement

(CDC EHE and NDMC Realignment)

	<u>Budget Period</u> July 1, 2021 through June 30, 2022
Salaries	\$ 48,177
Employee Benefits	<u>\$ 34,731</u>
Total Employee Salaries and Benefits	\$ 82,908
Travel	\$ 780
Supplies	\$ 6,952
Equipment	\$ 0
Other	\$ 0
Consultant/Subcontractor	\$ 0
Indirect Cost*	<u>\$ 10,038</u>
TOTAL PROGRAM BUDGET	\$100,678

During the term of this MAWO, any variation to the above budget must be executed through a written Change Notice, executed by the Division of HIV and STD Programs' Director and the Contractor. Funds shall only be utilized for eligible program expenses. Invoices and cost reports must be submitted and will be reimbursed in accordance with approved line-item detailed budgets.

SCHEDULE C-8

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

BIOMEDICAL HIV PREVENTION SERVICES

**BHPNS (Pay for Performance)
(CDC EHE and NDMC Realignment)**

	<u>Budget Period</u> July 1, 2021 through June 30, 2022
Salaries	\$ 22,588
Employee Benefits	\$ 16,284
Travel	\$ 780
Equipment	\$ 0
Supplies	\$ 6,952
Other	\$ 6,444
Consultants/Subcontracts	\$ 0
Indirect Cost*	\$ <u>4,275</u>
TOTAL PROGRAM BUDGET	\$ 43,147

During the term of this MAWO, any variation to the above budget must be executed through a written Change Notice, executed by the Division of HIV and STD Programs' Director and the Contractor. Funds shall only be utilized for eligible program expenses. Invoices and cost reports must be submitted and will be reimbursed in accordance with approved line item detailed budgets.

SCHEDULE C-9

CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

BIOMEDICAL HIV PREVENTION SERVICES

**PEP (Fee for Service)
(CDC EHE and NDMC Realignment)**

Budget Period
July 1, 2021
through
June 30, 2022

FEE-FOR-SERVICE TYPE	AMOUNT
* POST-EXPOSURE PROPHYLAXIS (PEP)	\$21,144
Total Maximum Obligation	\$21,144

During the term of this MAWO, Contractor will be reimbursed for the above-mentioned services not to exceed the amount listed in this schedule. Contractor shall refer to Attachment L for PEP invoicing elements.