



STATE OF DELAWARE
 DEPARTMENT OF CORRECTION
 BUREAU OF ADMINISTRATIVE SERVICES
 245 MCKEE ROAD
 DOVER, DELAWARE 19904

CONTRACT ADDENDUM #13

CONTRACT NO.:	DOC1202-MENTAL
CONTRACT NAME:	Inmate Substance Abuse and Mental Health Services
VENDOR NAME:	Connections Community Support Programs, Inc. (CCSP)
ADDRESS:	3821 Lancaster Pike, Wilmington, DE 19805
VENDOR REPRESENTATIVE NAME:	Catherine McKay President & CEO

TERMS OF CONTRACT EXTENSION:

WHEREAS State of Delaware Department of Health & Social Services (DHSS), Division of Substance Abuse and Mental Health (DSAMH) and the Department of Correction (DOC) have executed an MOU to outline the use and reporting responsibilities for funding from the State Opioid Response Grant; and

WHEREAS, certain designated funding has been authorized for DOC to engage, identify, refer and link DOC involved individuals in need of assessment and/or treatment to address substance use and/or co-occurring mental health issues; and

WHEREAS, Connections Community Support Programs, Inc. desires to provide such services to DOC on the terms set forth below; and

WHEREAS, Department of Correction and Connections Community Support Programs represent and warrant that each party has full right, power and authority to enter into and perform under this Addendum:

FOR AND IN CONSIDERATION OF the premises and mutual agreements herein, Department of Correction and Connections Community Support Programs agree as follows:

Effective upon signature, the undersigned hereby agrees to modify the existing Inmate Substance Abuse and Mental Health Contract No. DOC1202-MENTAL through June 30, 2019 as follows:

Connections is proposing to provide the Delaware Department of Correction with 4 Case Managers (peers and those with related lived experiences) to provide extensive support to those individuals identified with chronic and/or acute opiate use disorders. The program will have these basic fundamental components:

- Medical will identify all individuals with opiate use disorders
- Medical will maintain a roster of these individuals that will be shared with the site Opiate Use Case Manager.
- The Opiate Use Case Manager will meet with each individual on the roster and develop a transition plan that will include transportation, upon release, to an Opiate Treatment Program.
- Given that most releases occur between 3:00 PM and 10:00 PM, the shift worked by the Opiate Use Case Manager will be 3:00 PM to 11:00 PM, Monday through Friday evening. There will be on call staff available on

the weekends in each county, to facilitate transportation.

- Coordination with the three 24 hour OTP Community Treatment Centers – North East Treatment on Kirkwood Highway, Connections 24 hour clinic in Newark and the Harrington Withdrawal Management Center in Harrington, DE. These centers will assist with beginning community based OTP treatment.
- Coordination will be made with the DSAMH bridge clinics as another key resource.

Individuals served will include those completing Medication Assisted Treatment (MAT) at BWCI, HRCYI, and SCI. Individuals served completing the Vivitrol Programming in the Key/CREST continuum. Individuals served that complete the Commitment to Change Program (C2C).

Add a clinician at Howard R. Young, 24 hours a day, 7 days a week to assess every individual for opiate use and other substance use or mental health conditions. The clinician, upon identifying someone in behavioral health crisis, will act with medical and security to ensure that the offender's needs are being to prevent adverse reaction during the critical time.

Staffing:

The program will be staffed with four Case Managers. The Case Managers will work the following:

- BWCI/HDP – One Fulltime Case Manager. This person will cover the women housed at BWCI on the OTP list, work with the women at HDP with OTP diagnosis in the C2C program and the Crest Program.
- HRCYI/PCCC – One Fulltime Case Manager. This person will cover the men housed at HRYCI on the OTP list, and the men at PCCC that have an OTP diagnosis in Crest and Work Release.
- JTVCC/MCCC/CVOP – One Fulltime Case Manager. This person will cover the men being released from JTVCC, directly to the streets with chronic or documented OTP diagnosis. This person will also cover the CVOP C2C individuals, and the MCCC Crest and work release individuals with OTP diagnosis.
- SCI/SWRC/SVOP – One Fulltime Case Manager. This person will cover the men housed at SCI on the OTP list, the 12 hour holds (both men and women, housed at SCI). This person will also cover the SVOP individuals in the C2C program and the individuals with OTP diagnosis in the Sussex Work Release Center.

All Case Managers will utilize the Openbeds referral system. This data will be reported on weekly, as to the number of individuals referred to the Openbeds system. Connections will collect and report status of all referrals on an excel spreadsheet on a weekly basis to the Bureau of Correctional Healthcare Services (BCHS).

Case Managers will provide transportation to appropriate and requested treatment facility upon release from the facility. The Case Manager will follow the individual's progress in treatment for 30 days by making contact with referred treatment provider, individual served and the individual's primary support network.

For individuals that do not follow through with treatment, we will attempt twice weekly outreach to engage individual in setting of their choice.

Per Annualized Business Plan below, total payment shall not exceed \$519,901 per year. CCSP shall submit separate monthly invoices based upon actual staffing costs with supporting documentation to accompany each invoice. Costs will

only be reimbursed for positions that are filled.

All other services rendered shall be in accordance with the same terms and conditions as set forth in the original contract effective July 1, 2012 and any subsequent addendums.

Business Plan

Staffing

Position	Salary	Other Employment Costs	Annual Total	Monthly Cost
Case Manager #1	38,000	11,407	49,407	4,117.25
Case Manager #2	38,000	11,407	49,407	4,117.25
Case Manager #3	38,000	11,407	49,407	4,117.25
Case Manager #4	38,000	11,407	49,407	4,117.25
Clinicians – 2.3 FTE	165,600	32,219	197,819	16,485.00
Subtotal (Staffing)	317,600	77,847	395,447	32,954.00

Other Expenses

Transportation Costs –

Cars -- \$6,600 a year per car. Four car leases for \$26,400. (monthly = \$2,200)
 Gas and Repairs -- \$3,000 a year per car. Four cars -- \$12,000. (monthly = \$1,000)
 Insurance -- \$4,800 a year per car. Four cars for \$19,200. (monthly = \$1,600)

Staff Training –

Relias Seats -- 2,000 per year. (monthly = \$167)

Direct Operating Costs –

Auditing/Accounting -- \$240 per year. (monthly = \$20)
 Legal Fees -- \$500 per year. (monthly = \$42)
 Consultants -- \$250 per year. (monthly = \$21)
 Telephone -- \$4,800 per year. (monthly = \$400)
 Office Supplies -- \$5,800 per year. (monthly = \$483)
 Professional Liability Insurance -- \$1,200 per year. (monthly = \$100)
 Service Fees -- \$800 per year. (monthly = \$67)
 Interest and Debt Issue -- \$4,000 per year. (monthly = \$333)

Subtotal – All Operating Expenses

\$472,637 per year. (monthly = \$39,386)

Indirect Expenses

\$47,264 per year. (monthly = \$3,939)

Grand Total

\$519,901 per year. (monthly = \$43,325)

