

COUNTY OF KANE

Christopher J. Lauzen
Kane County Board Chairman



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DOCUMENT VET SHEET

for
Christopher J. Lauzen
Chairman, Kane County Board

Name of Document: Contract for Services, Multi-Systemic Family Therapy Services Resolution No.: #13-182

Submitted by: Lisa Aust, Executive Director

Dept. Head Signature: *Lisa Aust*

Date Submitted: 6/17/2013

Dept. Head Sign-off Date: _____

Examined by: Joseph Lauzen

(Print name)

(Signature) *Joseph Lauzen*

(Date) 6-21-13

Post on the Web: YES

NO

Atty. Initials: *VP*



Comments:

Chairman signed: YES

NO

(Date) 6/24/13

Document returned to: LISA AUST

(Name/Department)

STATE OF ILLINOIS

COUNTY OF KANE

RESOLUTION NO. 13 - 182

**AUTHORIZING CONTRACT WITH ONE HOPE UNITED FOR
MULTI-SYSTEMIC THERAPY SERVICES
(Court Services)**

WHEREAS, pursuant to 705 ILCS 405/5-710 and 705 ILCS 405/5-715, the circuit court may order a minor who is adjudicated as a delinquent and found guilty under Section 5-620 be put on probation with a condition of said probation being that the minor undergo psychiatric or psychological treatment; and

WHEREAS, it is determined that multi-systemic therapy, a family and community-based therapy treatment for minors and families that promotes behavior change in the minors' natural environment, may be utilized as part of the minors' court ordered psychiatric or psychological treatment; and

WHEREAS, it is determined that utilization of multi-systemic therapy services reduces the need for residential placement for juvenile delinquents; and

WHEREAS, it is determined to be advantageous for the court to utilize multi-systemic therapy services for juvenile delinquents that are amenable to the treatment as an alternative to out of home/residential placement; and

WHEREAS, the County of DeKalb and the County of Kendall desire to provide in-home multi-systemic therapy services to juvenile delinquents and their families and by sharing the costs of the contract to provide these multi-systemic therapy services is cost effective and benefits the taxpayers of all three counties; and

WHEREAS, the County of DeKalb and the County of Kendall will each reimburse the County of Kane at a rate of Four Thousand Six Hundred Sixty Four Dollars (\$4,664.00) monthly for year one (1) for multi-system therapy services and Four Thousand Six Hundred Seventy One Dollars (\$4,771.00) monthly for year two (2) for multi-system therapy services

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board, the Executive Director of Kane County Court Services, under the authority and supervision of the Chief Judge of the Sixteenth Judicial Circuit, and in the interest of effectively serving the local region, through Intergovernmental Agreement with the County of DeKalb and the County of Kendall, is hereby authorized to execute a contract with One Hope United, to provide in-home multi-systemic therapy services to juvenile delinquents and their families located within Kane County, and by agreement in DeKalb County and Kendall County, Il.

BE IT FUTHER RESOLVED the contract with One Hope United is not to exceed payment of Three Hundred Ninety One Thousand Seven Hundred Forty Four Dollars (\$391,744) in year one (1) and Four Hundred Thousand Seven Hundred Fifty Five Dollars (\$400,755) in year two (2) with a third year extension agreement of the parties.

Line Item	Line Item Description	Was personnel/item/service approved in original budget or a subsequent budget revision?	Are funds currently available for this personnel/item/service in the specific line item?	If funds are not currently available in the specified line item, where are the funds available?
001.430.435.50420	Juvenile Custody	Yes	Yes	N/A

Passed by the Kane County Board on June 11, 2013



John A. Cunningham
 Clerk, County Board
 Kane County, Illinois

Chris Lauzen
 Chairman, County Board
 Kane County, Illinois

Vote: 24
 Yes 0
 No 0
 Voice 0
 Abstentions 0

6OneHope

CONTRACT FOR SERVICES
Multi-Systematic Family Therapy Services

PURCHASER: **KANE COUNTY COURT SERVICES**
Kane County Judicial Center
37W777 Route 38, Suite CS100
St. Charles IL 60175-7532
630-232-5805

CONTRACTOR: **ONE HOPE UNITED**
1750 E. Main Street
St. Charles IL 60174
630-513-6277
Tax ID#: 36-2181967

This agreement is entered into and will be effective as of the date of final execution of this contract between the COUNTY OF KANE (the County) a body corporate and politic existing under the laws of the State of Illinois and a unit of local government under §1 of Article VII of the Illinois Constitution (Ill. Const. Art. VII, §1) and ONE HOPE UNITED (the Consultant). For and in consideration of the mutual promises set forth herein, the parties agree as follows:

§1. Purpose of agreement

The county hereby retains the Consultant to perform Multi-Systemic Therapy (MST) to juvenile delinquents and their families in the 16th Judicial Circuit which is comprised of Kane County and the 23rd Judicial Circuit comprised of DeKalb and Kendall Counties

§2. Services rendered

The Consultant agrees to provide comprehensive Multi-Systemic Family Therapy treatment services to individuals referred by Kane, Kendall and DeKalb County Court Services as outlined in the attached Exhibit 1 (Statement of Work). The treatment will include comprehensive assessment, education and treatment of individuals who have been found guilty of and adjudicated delinquent as a result of the commission of felony or misdemeanor offenses and whom the court has deemed appropriate for outpatient treatment services. Treatment will include individual and family counseling. Services will be available to clients throughout Kane, Kendall and DeKalb counties with program sites provided by the Consultant located within each county.

§3. Relationship of parties

The Consultant will serve as the County's professional consultant in the performance of the Work. The relationship between the parties is that of buyer and seller of professional services and as such the Consultant is an independent contractor of the County in the performance of the Work and it is understood that the parties have not entered into any joint venture or partnership. The Consultant is not an employee or the agent of the County, Kendall County and/or Kendall County Court Services, DeKalb County or DeKalb County Court Services for any purpose.

§4. Payment for Services

The Contractor shall receive reimbursement for services rendered based on the following rate schedule: for year one (1) payment of \$32,646 per month beginning June 1, 2013. The maximum payable under the terms of this contract for year one (1) is \$391,744 total through May 31, 2014. The rate schedule for year two (2) is payment of \$33,396 per month beginning June 1, 2014. The maximum payable under the terms of this contract for year two (2) is \$400,755 through May 31, 2015.

§5. Effective Date

This contract shall become effective June 1, 2013 and shall terminate May 31, 2015 with an option to extend the contract by agreement for one (1) additional year.

§6. Terms and conditions

The Executive Director of Kane County Court Services or her determined designee (hereinafter referred to collectively as the "Director") shall act as the County's representative with respect to the Work and shall transmit to and receive from the Consultant information with respect to the Work. The Consultant shall coordinate all work through the Director and shall report results of all Work directly to the Director.

- (a) The Director may, by written order, make changes in specific Work items if such changes are within the scope of services set forth in Exhibit 1. If any such change is not within the scope of services the Consultant will so notify the Director and will submit a proposed change order reflecting an increase or decrease in the Work. No such change order will be effective to modify this agreement unless it has first been reduced to writing and approved by all undersigned parties.
- (b) The County may, any time and without cause, upon 60 days' notice terminate this agreement before completion of the Work. Upon termination, the Consultant will cease all work under this agreement and will turn over to the County all information, records, documents, data, property, publications or other material theretofore received or prepared by the Consultant under or resulting from this agreement, which are not deemed Protected Health Information (PHI) under the Health Insurance Portability and Accountability Act (HIPAA) all of which will

become the property of the County. With respect to the work prepared by the Consultant on behalf of Kendall County's juveniles and to maintain the confidentiality of the records, such work should become the property of Kendall County Court Services. With respect to the work prepared by the Consultant on behalf of DeKalb County's juveniles and to maintain the confidentiality of the records, such work should become the property of DeKalb County Court Services. The Consultant will be paid for services rendered to the date of termination. In the event of termination, only actual time spent and expenses incurred in the performance of the Work prior to termination will be compensated. The County, Kendall County and Kendall County Court Services, DeKalb County and DeKalb County Court Services will have no liability for lost profits, overhead or other consequential or incidental damages. In the event of termination, the County will be free to abandon the Work or retain another consultant to complete the Work.

- (c) The obligations of the County under this agreement are contingent upon the prior appropriation of funds by the Kane County Board, DeKalb County Board and Kendall County Board if applicable
- (d) The Consultant will maintain books, records, documents, timesheets, and other evidence pertinent to its performance of the Work according to generally accepted accounting principles and practices consistently applied. The County or its authorized representatives will have access to such books, records, documents and other evidence for inspection, audit, and copying. The Consultant will provide appropriate facilities for such access and inspection during normal business hours.
- (e) The Consultant agrees to fully comply with the Illinois Juvenile Court Act of 1987, 705 ILCS 405/1-1 *et seq* particularly those provisions applying to confidentiality of records and information obtained by, through, or as a result of the Consultant's work with youth and the youth's family.

§7. Ownership of Documents and Confidentiality

All non-PHI documents, including all original drawings, specifications, tables and data prepared or collected in the course of the Work are and remain the property of the County; shall be maintained as confidential property of the County, shall not be disclosed in whole or in part, to any non-parties to this agreement except at the direction of the County. With respect to those documents, including all original drawings, specifications, tables and data prepared or collected in the course of the Work by the Consultant on behalf of Kendall County's juveniles and DeKalb County's juveniles shall be maintained as confidential property of Kendall County and DeKalb County respectively, shall not be disclosed in whole or in part, to any non-parties to this agreement except at the direction of Kendall County Court Services and DeKalb County Court Services, respectively. All data obtained from the County, Kendall County and Kendall County Court Services or DeKalb County and DeKalb County Court Services including digital mapping information, is to be used solely for the purpose of the Work and shall not be retained by the Consultant for use in any other manner.

§8 Responsibility of Consultant

The Consultant shall perform the Work in accordance with generally accepted and currently recognized practices and principles applicable to the performance thereof and in a manner consistent with that level of care and skill ordinarily exercised by professionals currently performing such work in the same locality under similar conditions. The Consultant represents and warrants that it has thoroughly reviewed the Work as outlined in Exhibit 1; that it is thoroughly familiar with the field of knowledge bearing upon the performance of the Work; that the Consultant has any and all licenses, permits or approvals necessary or appropriate to perform the Work; and that it can produce the Work within the term of this agreement and for the compensation stated herein.

§9. Indemnity

The Consultant shall indemnify, defend (with counsel reasonably satisfactory to those parties to be defended) and hold the County of Kane, County of DeKalb and the County of Kendall, their elected officials, the Committee, the Directors and their respective agents and employees, harmless from any and all claims, demands, liabilities, damages, loss, cost or expense (including attorneys' fees and experts' fees) for or on account of any injury or damage which may arise or which may be alleged to have arisen out of or in connection with, or as a result of any negligent acts, errors and/or omissions of the Consultant, its subcontractors, and their respective employees and agents, in performing the Work. Pursuant to Illinois Law 55 ILCS 5/3-9005, any attorney representing the County of Kane, County of DeKalb, or County of Kendall under this paragraph, shall be approved by the appropriate State's Attorney for each county and shall be appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9005. Any of the herein named Counties' participation in its defense shall not remove the Consultant's duty to indemnify, defend and hold any of the herein named Counties harmless, as set forth above.

§10. Insurance

The Consultant will obtain prior to the commencement of the Work and will maintain for a minimum of 3 years following the completion of the Work the following insurance coverage:

- (a) Workers Compensation which shall be in accordance with the provisions of the laws of the State of Illinois; including Occupational Disease Act provisions for employees at the site of the project and in case work is sublet, the Consultant shall require each subcontractor similarly to provide this insurance. In case employees are engaged in Work under this contract and are not protected under the Worker's Compensation and Occupational Disease Act the Consultant shall provide and shall cause subcontractors to provide adequate and suitable insurance for the protection of employees not otherwise provided.
- (b) General Liability in the amount of \$1,000,000 combined single limit (or

equivalent);

- (c) Business Automotive Liability Insurance including owned, hired and non-owned automobiles with limits of not less than the following:

Each Person for Bodily Injury	\$1,000,000
Each Occurrence for Bodily Injury	\$1,000,000
Each Occurrence for Property Damage	\$1,000,000
Or – Combined Single Limit	\$1,000,000

- (d) Excess Liability \$2,000,000 each occurrence; and

- (e) Professional Liability \$2,000,000 per claim

- (f) General Aggregate \$2,000,000

Products and Completed Operations \$2,000,000

Personal and Advertising Injury \$1,000,000

Each Occurrence \$1,000,000

Or- Combined Single Limit \$1,000,000

- (g) Umbrella Liability:

Aggregate Limits \$2,000,000

- (h) Professional Liability policy to cover all claims arising out of the Consultant's operations or premises, Sub-consultant's operation or premises, anyone directly employed by the Consultant or Sub-contractor and the Consultant's obligation of indemnification under this Contract.

Limits: Aggregate \$3,000,000

Prior to commencement of the Work, the Consultant will furnish the County with a certificate of insurance evidencing the coverage listed above which names the County of Kane, County of DeKalb and the County of Kendall and Kendall County Court Services as additional insured's and provide that they will receive not less than 30 days prior written notice of any cancellation of or material change in the policy.

The Consultant shall cease operations on the projects if the insurance is cancelled or reduced below the required amount of coverage.

§11. Equal Employment Opportunity

Section 6.1 of the Illinois Department of Human Rights Rules and Regulations is hereby incorporated herein by this reference as though fully set forth.

§12. No Subcontracts

The Consultant will be held responsible for the performance of the Work. No part of the Work may be the subject of a subcontract between the Consultant and any other person without the prior written consent of the Director.

§13. Notice

Any notice, invoice, certification or communication required or permitted hereunder shall be sufficiently given if served personally, sent via fax, or sent by first class mail, postage prepaid as follows: To the County; Executive Director of Kane County Court Services, Kane County Judicial Center 37W777 Route 38 Suite 100, St. Charles IL 60175 Phone 630-232-5805 and to the Consultant: Director, One Hope United, 1750 E. Main Street St. Charles IL 60174 Phone 630-513-6277.

Notice via fax shall be effective as of the date and time set forth on the fax transmittal sheet produced by the sending fax machine. Notice by first class mail shall be effective four days after mailing.

§14. Geographic Area Served

The Contractor agrees to provide treatment services to clients throughout Kane County, DeKalb County and Kendall County. The Contractor will maintain facilities located in each county of the 16th and 23rd Judicial Circuits.

§15. Vouchers

The Purchaser agrees to pay all invoices in compliance with the provisions of the Illinois Local Government prompt payment act (50 ILCS 505/1 *et. seq.*). Payment of services shall be rendered upon the submission of monthly summary of Work completed and time involved on each date. This shall be accounted for by the Contractor and submitted by the fifth working day of each month for services rendered during the preceding month.

§16. Confidentiality

The Contractor agrees that any information obtained concerning person served by the Program shall remain confidential. The Contractor agrees not to disclose any information concerning said persons without the prior approval of the individual, and the Purchaser and the Director or designee for the County where the person is served by the Program.

§17. Liability

The Purchaser, Kendall County, Kendall County Court Services, DeKalb County and DeKalb County Court Services assume no liability for actions of the Contractor under this contract. The Contractor agrees to hold harmless the Purchaser, Kendall County, Kendall County Court Services, DeKalb County and DeKalb County Court Services and their respective Directors, employees, agents, officers, elected officials and representatives against any and all liability loss, damage, cost, attorney fees, or

expense arising from the wrongful or negligent acts of the Contractor which the Purchaser, Kendall County, Kendall County Court Services, DeKalb County and DeKalb County Court Services and their respective Directors, employees, agents and representatives may sustain, incur or be required to pay as a result of Contractor's performance under this contract.

§18. Monitoring and Evaluations

The Contractor agrees to maintain such records as may be required by the Purchaser. The Contractor agrees to submit individual progress reports to the Purchaser on a monthly basis.

§19. Miscellaneous

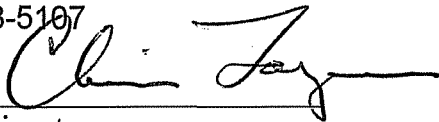
- (a) This agreement constitutes the entire agreement between the parties and supersedes any prior agreement relating to the subject matter hereof. This agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto.
- (b) The agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any action brought under or which relates to this agreement shall be brought in Kane County, Illinois.
- (c) This agreement shall be binding upon and shall inure to the benefit of the parties and their successors and assigns, provided that neither party may assign, sublet, sell, or transfer its interest in this agreement without the prior written consent of the other. However the parties expressly agree that Kane County may assign some or all of its rights and interests in this agreement to Kendall County, Kendall County Court Services, DeKalb County and/or DeKalb County Court Services without the written consent of the Consultant. Although no written consent from Consultant is required, Kane County agrees to provide written notice to Consultant of any assignment to Kendall County, Kendall County Court Services, DeKalb County and/or DeKalb County Court Services.
- (d) The waiver by one party of any breach of this agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance and shall not be deemed to be a waiver of any future breach or a waiver of any provision of this agreement.
- (e) Nothing in this agreement shall be construed as creating any personal liability on the part of any officer, employee or agent of any public body that may be a party to this agreement, nor shall it be construed as giving any rights or benefits under this agreement to anyone other than the parties hereto.
- (f) All exhibits (Exhibit 1) referred to in this agreement are attached and by this reference incorporated herein as though fully set forth.
- (g) This agreement may be executed in any number of counterparts, all such counterparts taken together constituting but one and the same agreement.

If any action is filed under or relating to this agreement, the non-prevailing party (as determined by the Court) shall pay, in addition to all other amounts which the non-

prevailing party may be ordered to pay, the prevailing party's costs, expenses and reasonable attorney fees.

The County of Kane
719 S. Batavia Avenue, Bldg. A
Geneva Illinois 60134
630-208-5107

One Hope United
1750 E. Main Street
St. Charles Illinois 60174
630-513-6277

By: 
Signature

By: _____
Signature

By: Christopher J. Lauzen
Printed

By: _____
Printed

Title: County Board Chairman

Title: _____

Date: 6-24-13

Date: _____

Exhibit 1
STATEMENT OF WORK
For
MULTI-SYSTEMIC FAMILY THERAPY SERVICES

SECTION I:

AGENCY RESPONSIBILITIES

A. Geographic area.

One Hope United will provide Multi-Systemic Family Therapy (MST) services in Kane, DeKalb and Kendall Counties

B. Location of facilities.

The One Hope United office is in St. Charles, Illinois, Kane County. Designated sites exist in Kendall County (807 W. John Street, Yorkville, IL 60560) and DeKalb County (1606 Bethany Road, Sycamore IL 60178).

C. Eligible clients/determination of eligibility.

Criteria: Youth involved in the MST Program must reside in Kane, DeKalb or Kendall Counties, must be ages 10 – 17, experiencing problems and/or criminal behavior, and living with parents, or in some cases, other appropriate caregivers.

Youth must be experiencing any of the behaviors in the following domains and categories:

- 1) Individual Risk Factors – including low verbal skills, antisocial attitudes and behavior, psychiatric symptomatology, cognitive bias to attribute hostile intentions to others, illegal drug use and/or abuse
- 2) Family Factors – including lack of child monitoring and supervision, ineffective discipline, low warmth, high conflict, parental difficulties (such as drug abuse and/or psychiatric conditions).
- 3) Peer Factors – including associations with deviant peers more than once per week, poor relationships skills, poor social skills, admires or emulates negative behaviors, low association with pro-social peers.
- 4) Low Achievement – including dropout, low commitment to education, aspects of schools (such as weak structure and chaotic environments), lack of support systems to assist in making good decisions and:
- 5) Neighborhood & Community Factors – including high mobility, low community support (such as neighbors, church, etc.), high disorganization, criminal structures and low commitment to deterring negative behaviors.

MST services can be provided either as an alternative to out of home placement, or as a way to reintegrate the youth back into the community from out of home placement.

Capacity:

Annual program capacity is 45 youth per year. Therapists provide intensive in-home services to five youth at a time with a possibility of a sixth case that is in transition. The program will have three full time therapists with a capacity to serve 15 cases at a time. The typical duration of treatment is 5 months per case.

Determination:

For initial assessment cases shall meet the following criteria:

- 1) Adjudicated in the juvenile justice system
- 2) Youth lives with appropriate caregiver (parents, court appointed guardian, adoptive parents, permanent relative foster care home, other appropriate family member)
- 3) Youth is not actively suicidal, homicidal or psychotic
- 4) Youth is not autistic
- 5) Youth and family are cognitively able to implement the program plan
- 6) If DCFS ward, the youth is living in a permanent relative foster home
- 7) Youth's behavior is not entirely related to lack of psychotropic medication

SECTION II

SERVICES TO BE DELIVERED

Referral Process

The program supervisor will receive the referral via email, phone call, or mail from either the 16th or 23rd Judicial Districts. The program supervisor screens the case to ensure that the client meets eligibility standards as set forth in the Determination Section.

If the referral is deemed appropriate for the MST program, the program supervisor or a therapist will meet with the youth and family to engage them in the program, work through reluctance to participate and obtain signed agreement verifying the youth and family are willing to participate in the program and comply with program requirements. At this time, information will be gathered to gain a better understanding of any psychiatric or medical conditions that the agency should be aware of in order to make appropriate adjustments/modifications. This face to face meeting will occur within five (5) days of referral however this may occur more quickly if there is an upcoming court date.

If the program supervisor determines the youth and family are not appropriate for the program the supervisor sends a denial letter to the referral agency and officer who made the referral. The program supervisor will then discuss other resources and programs within the agency or community that may be appropriate for the family. Reasons a family may be found inappropriate include: family refusal, caregiver mental health or substance abuse issues that impacts their ability to parent, or pervasive mental health/substance abuse issues with the youth that requires a level of care that cannot be met in a community based program.

Once the case has been accepted for the MST program, the referring officer is notified via an acceptance letter, and a request is made for the Judge to court order the youth and family into the program if no order already exists. If the MST program is at capacity the program supervisor will notify the referring officer and will discuss the approximate time frame for case opening. Upon court order into the MST program, a therapist will be assigned to the case based on needs of the youth and family, geographical location of the family, and therapist capacity. The referring officer will be notified within five (5) business days of case assignment. The therapist will contact the family to schedule a face to face intake session within 24 hours of the court order. If the face to face meeting does not happen within 72 hours of the court order due to family refusal or lack of response, the probation officer will be notified by phone or email. During the intake session consent for release of information will be signed to allow information exchange for the purpose of tracking outcomes for the youth eighteen (1) months post discharge; the purpose is for 6 and 12 month follow-up contact to track performance outcomes.

Assessment

During the assessment period, the therapist will gather information including; youth and family strengths and resources, family relationships, formal and informal support systems, youth and family past or current use of services from One Hope United or other organizations, family violence, abuse, neglect or exploitation history, mental health status and developmental history, trauma history, alcohol and other drug use, educational and vocational information, financial status, including assistance, insurance coverage and housing status, and description of living conditions, other information necessary to provide services and determine issues that may be necessary to report to authorities due to the therapist and program supervisor mandated reporting status. Assessments are approved and signed by the program supervisor.

Service Planning

Service planning begins at the intake session. Caregiver, and family, is broadly defined to include the adult who serves as the youth's primary parent figure or guardian. The youth, family (caregiver), siblings, other family members, referring officer and therapist will discuss what overarching goals are necessary to meet during the course of services (generally 3 to 5 months). All participants will discuss referring behaviors of the youth and develop goals and outcomes that are compatible, reasonable and logical to help the family become structured and sustains positive behaviors post-MST services. Initial therapy sessions identify the strengths and weaknesses of the youth, the family and the transactions with extra familial systems (such as peers, friends, school and parental workplace). Problems identified conjointly by family members and therapists are explicitly targeted for change and the strengths of each system are used to facilitate such change. The service plan will be reviewed and signed by the program supervisor prior to being sent to the probation officer assigned to the youth's case within 20 days of referral to MST services. All goals are designed to help parents to implement them on a daily basis, forming long-lasting, positive habits. During services, the goal to empower the family (caregivers) is a daily task of the therapist.

The Service Plan is part of the MST Overarching Program Goals and is reviewed minimally two times to three times per week by MST therapist and family. Family homework is assigned every week; including daily tasks for the family to complete. Once per week, the program supervisor and MST team will staff all cases. Therapists submit MST weekly reports to the MST consultant. A weekly report consisting of a review of the goals and interventions that are being implemented is created by the therapist and submitted to the program supervisor and MST consultant. The weekly reports are reviewed by the program supervisor, MST team and MST consultant via phone conference, where priority cases are staffed and appropriate adjustments made to the plan when necessary. Adjustments to the service plan are typically based on barriers to weekly progress, goals that have been met by the family or goals that no longer fit the family and are adjusted per family behaviors.

Service Delivery

MST therapists provide family therapy at least two and often three times per week and utilize a variety of models in the service delivery that include strategic family therapy, structural family therapy, behavioral parent training and cognitive behavior therapies.

Family interventions in MST program can occur at three levels; at the family level, the peer level and the school level.

At the family level, therapist attempts to provide the family with the resources needed for effective parenting and for developing increased family structure and cohesions. Family interventions in MST program will attempt to provide the family with the resources needed for effective parenting and for developing increased family structure and cohesion. Such interventions may include; introducing systematic monitoring, reward and discipline systems, prompting family to communicate effectively with each other about youth problems, problem solving day-to-day conflicts, and developing indigenous social support networks with friends, extended family and church members.

At the peer level, a goal of treatment often is to decrease the youth's involvement with delinquent and drug-using peers and to increase the youth's associating with pro-social peers (such as through church youth groups, organized athletics, after school activities). Interventions for this purpose are optimally conducted by the youth's family with guidance of the MST therapist and should consist of active support and encouragement of associations with pro-social, non-problem peers; by providing transportation and increase youth privileges and substantive discouragement of associations with deviant peers by applying significant sanctions.

At the school level, emphasis is placed on developing a collaborative relationship between the family and school personnel and for promoting academic efforts. Families develop strategies to monitor and promote the youth's school performance and/or vocational functioning. Typically included at this level are strategies for opening and maintaining positive communication lines with teachers and for restructuring after school hours to promote academic efforts. Emphasis is placed on developing a collaborative relationship between the parents and school personnel. Finally, although the emphasis of treatment is on systemic change, there are situations in which individual interventions can facilitate behavioral change in the youth or parents. Interventions in these situations generally focus on using cognitive behavior therapy to modify the individual's social perspective-taking skills, belief system or motivation system and encouraging the youth to deal assertively with negative peer pressures.

MST services for months one (1) through four (4) are intensive with services in month five potentially tapering as the family maintains changes made during MST.

In addition to multiple sessions per week, families have access to their MST therapist 24 hours a day, seven (7) days a week for any emergencies or assistance with implementing service plan interventions. MST therapists and program supervisors will cover co-workers calls when necessary for sick time or vacation.

Extending Services

MST Services provides the following information to be considered when determining the decision to extend treatment services, the MST therapist, program supervisor, probation officer, and MST consultant will discuss status and determine if the case should be extended:

- A. What are the identified needs of this specific youth and family and how do these needs weigh against the needs of youth yet to be served? Input from the referring purchasing agency will be required.
- B. What additional investment of time and energy will be needed by the MST therapist to move the case forward?
- C. What are the projected outcomes of extended treatment time?

Final decision is then determined by MST consultant. An extension of treatment services must be approved by the referring County.

Aftercare Services

Aftercare planning begins during the midpoint of service delivery of the case. Aftercare planning can occur one to two months after case opening. The youth, family, therapist, referring officer and program supervisor, MST consultant and team members help develop a plan to help the family with finding resources within their community such as pro-social activities, family social support, pro-social peer supports, and pro-social school and home links and support. By the end of treatment, the youth and family will be established within the community and/or school activities, increased parental school and home link, and sustaining positive changes. The MST therapist at case closing makes recommendations to the referring officer for the youth to remain in the activities to help the family maintain stability and structure. While typically there are no formal follow up services from the MST program upon case closure, in some circumstances upon the recommendation of the referring officer, MST therapist and program supervisor formal follow up recommendations will be made to sustain programmatic gains.

Case Closing

Cases are closed for the following reasons:

1. Successful Discharge when all Service Plan/Overarching Goals are met;
2. Administrative Discharge when the youth is arrested for an offense that occurred prior to MST services or family moved out of the community, or unusual circumstances;
3. Unsuccessfully when the case has reached a point of diminishing returns.

The MST team, program supervisor, family, youth and referring officer and MST consultant must agree that the case is stable and sustainable once closed.

The aftercare plan is completed prior to the final session and approved by the program supervisor. The aftercare plan must be signed by the MST therapist, youth (12 & over), and family. A Certificate of Completion is presented to the youth and family for their

success. The program supervisor signs the aftercare plan when the MST therapist has obtained all other required signatures. A copy of the aftercare plan shall be mailed or emailed to the probation officer within five (5) days of final signature.

Quality Assurance

One Hope United will maintain an internal system of quality assurance for service evaluation through Peer Record Review and Caregiver and Caseworker surveys managed by the Continuous Quality Improvement Research Department. One Hope United conducts quarterly quality reviews of 10% of each file to ensure services are provided and recorded in accordance with MST program plan. Additionally the program supervisor regularly conducts in-depth file reviews to ensure adherence to MST as well as documentation compliance.

To ensure both treatment and community compliance, One Hope United works closely with Kane, Kendall and DeKalb County Court Service personnel through quarterly in person meeting as well as regular phone, email and written communications.

The MST program has specific evaluation components. The MST therapists are evaluated with the Therapist Adherence Measure (TAM) and the program supervisor is evaluated with the Supervisory Adherence Measure (SAM). Families complete a TAM every 30 days during the life of the case for their respective MST therapist. Once submitted, the data is entered on the MST Web-based data system. The instrument gives the MST therapist and program supervisor feedback on how well the MST therapist is adhering to the MST principles. SAMS are completed by MST therapists every 60 days and once submitted the data is entered into the MST Web-based data system. The instrument gives the program supervisor as well as the MST consultant feedback on how well the program supervisor is adhering to the MST principles in the supervision of the cases served. Additionally, quality is monitored through weekly MST consultations, weekly supervisory meetings, booster sessions, home visits by program supervisor, and through the use of audio tapes of sessions to further evaluate practice. Performance evaluations are completed on an annual basis to ensure high quality of services and compliance with the MST model.

Outcome Evaluation

The program supervisor is responsible for collecting data for the purpose of outcome reporting to each County individually on the following areas for the time frames of Six (6) Months Post Discharge, Twelve (12) Months Post Discharge, and Eighteen (18) Months Post Discharge:

- Total number of youth sampled for the Post Discharged Period
- Number of youth who remained in a home like setting
- Number of arrests post discharge
- Number of youth that maintained gains or improved in the areas of academics and school behavior
- Number of detention stays

- Number of youth placed in residential setting
- Number of youth placed in substance treatment residential setting
- Number of youth who spent time in the Illinois Department of Juvenile Justice/Department of Corrections

At the time frames indicated above, the program supervisor reaches out to the youth and family to interview them and gain information for the outcome report. The program supervisor works with probation to gather information with regard to criminal behavior. Detailed outcome reports are then completed and sent to each County. These outcomes as well as an annual report with data on the number of referrals, number of successful discharges and number of unsuccessful discharges with qualitative data are provided to each County at the end of each fiscal year.

Records Maintenance

One Hope United maintains a file for each youth and family that includes a comprehensive record of services rendered. The following are part of the record: youth and family referral packet, Clinical Assessment, MST Initial Assessment, Service Plan, weekly progress reports, monthly progress reports, court reports, releases of information, case notes to document all youth, family and collateral interactions, incident reports, Termination Summary, and Aftercare Plan. A copy of each monthly report will be provided in a timely manner to the probation officer; on a monthly basis. Court reports will be provided for each court hearing, in a timely manner, to inform the court of the youth and family's progress in service.

One Hope United maintains policies with regard to behavioral management of youth and families. Should a youth or family member engage in violent behavior during a treatment session or toward OHU staff, the youth or family member may be immediately dismissed from the MST program. Should a youth violate the conditions of their probation (including but not limited to new offenses) or admit to new (or old) offenses, appropriate authorities will be contacted to report the incident. Proper authorities would include probation officer, police and if necessary the Department of Children and Family Services. OHU staff maintains written documentation of all unusual incidents.

A progress report documenting progress toward achieving the outcome objective will be submitted to each referring County at the end of a youth and family's fourth month of services.

Formal Quarterly reports documenting progress toward achieving the outcome objective will be submitted to each referring County in a timely manner. The quarterly reports are in addition to the Annual reports referenced in the Outcome Evaluation Section.

One Hope United regularly conducts file reviews to ensure quality of service being provided and documented. One Hope United will comply with all Kane, Kendall and DeKalb County contract monitoring activities.

Outcome Goals

The following details outcomes measured by the program and reported to each referring County;

- One Hope United will provide MST services to 45 youth and their families per year
- 80% of all youth and families who are accepted into One Hope United's MST Program will successfully complete the program
- No more than 7% of the youth release from One Hope United's MST program shall be re-arrested or placed out-of-home within a year of MST program completion.
- Evidence of positive educational/vocational involvement in 80% of MST program participants based upon the following criteria: maintaining full time school attendance in appropriate programming as determined in aftercare plan and/or IEP goals as reviewed while in MST, for duration of at least 12 months upon completion of MST.
- 90% of the youth served will not be subjects of indicated reports of abuse or neglect during the service.

Staff Training and Education

One Hope United will ensure that direct treatment providers are trained by MST services and adhere to the model through MST consultations and booster sessions. One Hope United staff is required to attend training related to MST and working with youth and families as facilitated by One Hope United. One Hope United will maintain staffing at three masters level clinicians who are providers fully trained as MST therapists. The MST therapists participate in quarterly booster training covering topics that are relevant to court involved youth and families and that are directed by the MST consultant based on themes and needs identified in weekly consultations. One Hope United will maintain bilingual/bicultural staff to provide culturally competent services to youth and families who require services in Spanish. MST Therapists are scheduled to work based on youth and family need with therapy provided in the evenings and on Saturdays. A twenty-four (24) hour emergency response system is in place to respond to youth and families in crisis. MST therapist is responsible for after-hours responses to assigned youth and families. One Hope United will maintain a licensed clinician as the program supervisor who has completed the MST five (5) day intensive training as well as MST supervisory training.

Staffing Ratios

MST therapists will carry between 4-6 cases. Typical caseload ratios are 1:5 (therapist per family ratio) however if a family is transitioning out of services successfully, the reduction in services allow time for a sixth (6) case to be served to meet program demands. Youth and families are seen at a minimum of two to three times per week for approximately 90 minutes per session. At a minimum youth and families will receive 60 hours of services during their first four (4) months of treatment. After the fourth month, services may taper off in order to help sustain the changes the youth and family have

made. The program supervisor is responsible for two MST teams and will spend 50% of his/her time with the Kane County, Kendall County, and DeKalb County MST team.

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 SAINT CHARLES, IL 60175
 USA

Number IN-000065054
 Invoice date 12/31/2012
 Page 1
 Sales order SO-000064945
 Customer PO# 2013-00000132
 Due Date 1/30/2013
 Payment Net 30 Days
 Invoice account KC11444

Delivery address

KANE CO JUDICIAL CTR IL
 100 S THIRD ST
 BLDG MGMT OLD CRTHOUSE
 REF#2013-00000132
 GENEVA, IL 60134
 USA

Order reference 727009.1.8002867806

*Batch # 2013-1909
 270.430.468.60020*

Item number	Description	Quantity	Unit	Unit price	Amount
Q3723A#ABA	HEWLETT PACKARD: HEW-Q3723A#ABA HEW-Q3723A#ABA Serial #: JPSCDC8054	1.00	EA	\$3,196.17	\$3,196.17

Tracking #

TOWNE AIR FREIGHT 236722575\$

Sales subtotal	Total charges	Sales tax	Total
\$3,196.17	\$0.00	\$0.00	\$3,196.17

2013-0000

*Approved
 on 14 June 13
 Jonathan Brando*