



CONTRACT AMENDMENT AAA State Federal Agreement

DSHS CONTRACT NUMBER:
2369-49985

Amendment No. 01

This Contract Amendment is between the State of Washington Department of Social and Health Services (DSHS) and the Contractor identified below.

Program Contract Number
Click here to enter text.
Contractor Contract Number
KC-338-23-A

CONTRACTOR NAME Kitsap County		CONTRACTOR doing business as (DBA) Kitsap County Division of Aging & Long Term Care	
CONTRACTOR ADDRESS 614 Division St MS23 Pt. Orchard, WA 98366-4676		WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI) 182-002-345	DSHS INDEX NUMBER 1076
CONTRACTOR CONTACT Stacey Smith	CONTRACTOR TELEPHONE (360) 337-5624	CONTRACTOR FAX (360) 337-5746	CONTRACTOR E-MAIL ADDRESS sasmith@kitsap.gov
DSHS ADMINISTRATION Aging & Long Term Support Admin		DSHS DIVISION Division of Home And Community Services	DSHS CONTRACT CODE 1016LS-69
DSHS CONTACT NAME AND TITLE Lexie Bartunek Program Manager		DSHS CONTACT ADDRESS 4450 10th Ave SE Lacey, WA 98503-	
DSHS CONTACT TELEPHONE (360)725-3548	DSHS CONTACT FAX Click here to enter text.		DSHS CONTACT E-MAIL ADDRESS bartuqa@dshs.wa.gov
IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT? Yes		CFDA NUMBERS 93.778 93.791 10.576	
AMENDMENT START DATE 07/01/2023	CONTRACT END DATE 06/30/2024		
PRIOR MAXIMUM CONTRACT AMOUNT \$2,113,103.00	AMOUNT OF INCREASE OR DECREASE \$2,260,085.00	TOTAL MAXIMUM CONTRACT AMOUNT \$4,373,188.00	
REASON FOR AMENDMENT; CHANGE OR CORRECT OTHER: SEE PAGE TWO			
ATTACHMENTS. When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract Amendment by reference: <input checked="" type="checkbox"/> Additional Exhibits (specify): Exhibit B-1, Budget			
This Contract Amendment, including all Exhibits and other documents incorporated by reference, contains all of the terms and conditions agreed upon by the parties as changes to the original Contract. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract Amendment shall be deemed to exist or bind the parties. All other terms and conditions of the original Contract remain in full force and effect. The parties signing below warrant that they have read and understand this Contract Amendment, and have authority to enter into this Contract Amendment.			
CONTRACTOR SIGNATURE 		PRINTED NAME AND TITLE Charlotte Garrido, Chair	DATE SIGNED 9-25-23
DSHS SIGNATURE 		PRINTED NAME AND TITLE April Hassett, Contracts Administrator	DATE SIGNED 9/27/23

This Contract between the State of Washington Department of Social and Health Services (DSHS) and the Contractor is hereby amended as follows:

1. Exhibit B, Budget, is revised and replaced by Exhibit B-1, Budget, which is attached hereto and incorporated herein.
2. The total maximum consideration is increased by **\$2,260,085** (Case Management and Core Services Contract Management) for a new maximum consideration of **\$4,373,188**.
3. Special Terms and Conditions, Section 4. b, is revised to read:
 - b. **Payment.** Payment for **Medicaid Case Management and Nursing Services**, including Medicaid State plan, Waiver, Roads to Community Living (RCL), and state-funded Chore clients will be based on a monthly rate of **\$242.03** from DSHS Allocated Title XIX/Chore funding per month for each in-home agency personal care or in-home individual provider authorized case authorized by the AAA each month.

In addition, a percentage of in-home cases authorized with a service, but no personal care, will be paid at the full unit rate. (The percentage will be noted on the SFY24 TXIX Case Management billing form and SFY24 TXIX Matched Case Management billing form, and may be adjusted at AL TSA's discretion).

DSHS and the AAA recognize that we are balancing multiple changing factors that impact both caseload and workforce due to the nationwide workforce crisis and the impacts of coming out of the extended pandemic, as well as implementing a statewide Paid Medical Leave program. Any AAA whose clinical ratio is above 75:1 at the beginning of this contract will provide an updated written plan by August 1, 2023 of how they will come into compliance. The AAA may present good cause reasons and supporting data why they were not able to reach their target in SFY23, such as staffing turnover, accepting a surge of transfers or other unforeseen circumstances and their plan to reach their target each quarter. If the AAA has difficulty reaching or maintaining the ratio, the AAA and DSHS will mutually work to update the written staffing plan and resolve any conditions that cause case ratios to rise above 75:1. When a rise in average clinical caseload is due to the AAA accepting a higher than typical number of client transfers, there will be no concerns from DSHS while the AAA makes good faith effort to recruit and hire new staff.

As the legislature has funded all AAAs to staff on average a maximum of 75 clients to each clinical staff, in SFY25, beginning July 1, 2024, the CM/NS Unit Rate payment may, at DSHS' discretion, be adjusted monthly if the contractually obligated caseload ratio of clients to clinical (Case Management/Nursing staff) exceeds 75:1.

- a. Payment for **Core Services Contract Management** for Medicaid State Plan, Waiver, Roads to Community Living (RCL)/WA Roads, and state-funded Chore clients will be based on a monthly rate of **\$16.01** from DSHS Allocated Title XIX/Chore funding per month for each in-home agency personal care or in-home individual provider case authorized to the AAA each month. In addition, a percentage of in-home cases authorized with a service, but no personal care, will be paid at the full unit rate.

The average monthly projection of such cases over the course of this Agreement is **1,019**. The AAA will be paid for the number of actual cases authorized each month according to the payment schedule above.

If the AAA is referred and serves a WA Roads or GOSH case that is not otherwise counted in the

caseload above, payment will be based on the same monthly rates as above. These cases will be considered in the clinical caseload ratio.

If ADS or Pierce meet their quarterly targeted net growth of New Freedom cases as described in section 1.g of Exhibit A Statement of Work, they will receive a Unit Rate enhancement of 5% for all New Freedom client cases billed during that quarter. This funding will not be reflected in the contract budget or maximum consideration.

Payment shall be considered timely if made by DSHS within thirty (30) days after receipt and acceptance by DSHS of the properly completed invoices. Payment shall be sent to the address designated by the AAA on page one (1) of this Agreement. DSHS may, at its sole discretion, withhold payment claimed by the AAA for services rendered if AAA fails to satisfactorily comply with any term or condition of this Agreement.

DSHS shall not make any payments in advance or anticipation of the delivery of services to be provided pursuant to this Agreement. Unless otherwise specified in this Agreement, DSHS shall not pay any claims for payment for services submitted more than 6 months after completion of the contract period. The AAA shall not bill DSHS for services performed under this Agreement, and DSHS shall not pay the AAA, if the AAA has charged or will charge the State of Washington or any other party under any other contract or agreement for the same services.

4. The following is added to the end of Exhibit A, Section 1.d:

The initial contract budget and maximum consideration will reflect 12-month funding for all programs except Medicaid Case Management/Nursing Services. That program will be funded for 3 months initially, with a contract amendment expected in August 2023. The full funding amendment, while executed early in good faith, is contingent upon the case transfer agreement described in SOW 1 (d). The rates in the amendment are applied for invoices for all service months of the contract period.

All other terms and conditions of this Contract remain in full force and effect.

CFDA Number	Title	DSHS	TXIX / MFP	SCSA	State Family Caregiver	Kinship Caregiver	Kinship Navigator	Senior Nutrition
		Allocated 93.778 / 93.791	AAA Requested 93.778 / 93.791					
		Title XIX/MFP/ Chore	Matched by SCSA/Local					
555 .10	ADMINISTRATION	195,763		0	0	0	0	0
.11	Area Agency Planning/Administration			0	0	0	0	0
.12	Interfund Payments for Services			0	0	0	0	0
.13	Core Services Contract Management	195,763						
555 .21	COORDINATION							
555 .31	LEGAL ASSISTANCE			0				
555 .40	ACCESS SERVICES	2,959,584	25,000	0				
.41	Transportation			0				
.42	Information & Assistance		25,000	0				
.43.1	Case Management/Nursing Services (Core Services)	2,959,584	0	0				
.43.2	Case Management (Aging Network)			0				
.44	Nursing Services - DDA	0		0				
.45	Nursing Services - Aging Network			0				
.46	Nursing Services - Contracted with HCS	0		0				
.48	Muckleshoot Front Door (King only)	0		0				
.49	Contracted Front Door Functions (King only)	0		0				
555 .50	IN-HOME SERVICES			0				
.51	Chore Services - Aging Network			0				
.52	Personal Care Services - Aging Network			0				
.53	Home Health			0				
.54	Health Maintenance			0				
.55	Bath Assistance			0				
.56	Visiting and Telephone Reassurance			0				
.57	Minor Home Repair and Maintenance			0				
.58	Adult Day Care			0				
.59	Volunteer Services (NW Only)			0				
.59A	Assistive Technology/DME/PERS			0				
.50	Other In-home Services			0				
555 .60	NUTRITION SERVICES			0				0
.61	Congregate Meals			0				0
.63	Nutrition Education & Outreach			0				0
.64	Home Delivered Meals			0				0
.65	Shopping Assistance			0				0
.66	Registered Dietician			0				0
.67	Senior Farmer's Mkt (SFMNP)			0				0
.67.1	Food Purchased			0				
.67.2	Checks Received			0				
.67.3	Service Delivery			0				
555 .70-.80	SOCIAL & HEALTH SERVICES			0	0	0	0	
.71	Adult Day Health			0				
.72	Geriatric Health Screening			0				
.73	Medication Management			0				
.74	Senior Drug Education			0				
.75	Disease Prevention/Health Promotion			0				
.75.1	Disease Prevention/Health Promotion - Evidence Based			0				
.75.2	Disease Prevention/Health Promotion - Non-Evidence Based			0				
.76	Elder Abuse Prevention			0				
.77	Mental Health			0				
.78	Kinship Care			0				
.78.1	Kinship Caregivers Support Program			0				
.78.1a	Service Delivery			0		0		
.78.1b	Goods and Services			0		0		
.78.2	Kinship Navigator Services			0			0	
.79	Family Caregiver Support Program			0				
.79.1	Information Services			0	0			
.79.2.a	Access Assistance			0	0			
.79.2.a.1	Access Assistance - Case Coordination			0	0			
.79.2.a.2	Access Assistance - Information and Assistance			0	0			
.79.2.b	Support Services			0	0			
.79.3	Respite Care Services			0	0			
.79.3.a	Respite Care Services - In-Home			0	0			
.79.3.b	Respite Care Services - Out-Of-Home			0	0			
.79.3.c	Respite Care Services - Overnight			0	0			
.79.3.d	Respite Care Services - Other			0	0			
.79.4	Supplemental Services			0	0			
.79.4.a	Supplemental Services - Assistive Technology/DME/PERS			0	0			
.79.4.b	Supplemental Services - Consumable Supplies			0	0			
.79.4.c	Supplemental Services - Home Modifications/Repairs			0	0			
.79.4.d	Supplemental Services - Legal/Financial Consultation			0	0			
.79.4.e	Supplemental Services - Homemaker/Chore/Personal Care			0	0			
.79.4.f	Supplemental Services - Transportation			0	0			
.79.4.g	Supplemental Services - Nutrition Services			0	0			
.79.4.h	Supplemental Services - Other			0	0			
.79.5	Services to Grandparents/Relatives			0				
.79.6	Memory Care and Wellness (NW and King only)			0				

AREA AGENCIES ON AGING
 STATE/FEDERAL BUDGET
 EXPENDITURE/REVENUE DETAIL BY FUNDING SOURCE

EXHIBIT B

AAA: Kitsap

BUDGET PERIOD: JULY 1, 2023 - JUNE 30, 2024

	DSHS	TXIX / MFP		State	Kinship	Kinship	Senior
.84 Health Appliance/Limited Health Care			0				
.88 Long Term Care Ombudsman			0				
.89 Newsletters			0				
555 .90 OTHER ACTIVITIES	0		0				0
Disaster Relief			0				
Foot Care			0				
Peer Counseling			0				
Outreach			0				
Consumable Supplies			0				0
Health			0				
Public Education			0				
Socialization			0				
Access Not Reported Elsewhere			0				
Care Transitions			0				
State Match for ARP			0				
Other (Enter Title)			0				
Total Services	2,959,584	25,000	0	0	0	0	0
GRAND TOTAL	3,155,347	25,000	293,676	355,330	45,885	130,000	54,005
Revenue Total	3,155,347	25,000	293,676	355,330	45,885	130,000	54,005
Carryover							
New Funds	3,155,347	25,000	293,676	355,330	45,885	130,000	54,005
To be completed by ALTSA							
Current awarded this amendment	3,155,347	25,000	293,676	355,330	45,885	130,000	54,005
Prior amendment awarded	895,262	25,000	293,676	355,330	45,885	130,000	54,005
Net Change:	2,260,085	0	0	0	0	0	0

CFDA Number	Sr Farmers Market State	Sr Farmers Market Fed 10.576	Total Sr Farmers Market	Other ALTSA Funding	Total ALTSA	Non-ALTSA Funding Sources	Grand Total
BARS CODE							
555 .10	ADMINISTRATION			20,080	215,843	0	215,843
.11	Area Agency Planning/Administration			20,080	20,080	0	20,080
.12	Interfund Payments for Services			0	0	0	0
.13	Core Services Contract Management			0	195,763	0	195,763
555 .21	COORDINATION						
555 .31	LEGAL ASSISTANCE				0	0	0
555 .40	ACCESS SERVICES				2,984,584	0	2,984,584
.41	Transportation				0	0	0
.42	Information & Assistance				25,000	0	25,000
.43.1	Case Management/Nursing Services (Core Services)				2,959,584	0	2,959,584
.43.2	Case Management (Aging Network)				0	0	0
.44	Nursing Services - DDA				0	0	0
.45	Nursing Services - Aging Network				0	0	0
.46	Nursing Services - Contracted with HCS				0	0	0
.48	Muckleshoot Front Door (King only)				0	0	0
.49	Contracted Front Door Functions (King only)				0	0	0
555 .50	IN-HOME SERVICES			0	0	0	0
.51	Chore Services - Aging Network				0	0	0
.52	Personal Care Services - Aging Network				0	0	0
.53	Home Health				0	0	0
.54	Health Maintenance				0	0	0
.55	Bath Assistance				0	0	0
.56	Visiting and Telephone Reassurance				0	0	0
.57	Minor Home Repair and Maintenance				0	0	0
.58	Adult Day Care				0	0	0
.59	Volunteer Services (NW Only)			0	0	0	0
.59A	Assistive Technology/DME/PERS				0	0	0
.50	Other In-home Services				0	0	0
555 .60	NUTRITION SERVICES			19,832	86,845	0	86,845
.61	Congregate Meals				0	0	0
.63	Nutrition Education & Outreach			500	500	0	500
.64	Home Delivered Meals				19,832	0	19,832
.65	Shopping Assistance				0	0	0
.66	Registered Dietician				0	0	0
.67	Senior Farmer's Mkt (SFMNP)				0	0	0
.67.1	Food Purchased			0	0	0	0
.67.2	Checks Received			59,840	59,840	0	59,840
.67.3	Service Delivery			6,673	6,673	0	6,673
555 .70-.80	SOCIAL & HEALTH SERVICES			12,612	12,612	0	12,612
.71	Adult Day Health				0	0	0
.72	Geriatric Health Screening				0	0	0
.73	Medication Management				0	0	0
.74	Senior Drug Education				12,612	0	12,612
.75	Disease Prevention/Health Promotion				0	0	0
.75.1	Disease Prevention/Health Promotion - Evidence Based						
.75.2	Disease Prevention/Health Promotion - Non-Evidence Based						
.76	Elder Abuse Prevention				0	0	0
.77	Mental Health				0	0	0
.78	Kinship Care						
.78.1	Kinship Caregivers Support Program						
.78.1a	Service Delivery				0	0	0
.78.1b	Goods and Services				0	0	0
.78.2	Kinship Navigator Services				0	0	0
.79	Family Caregiver Support Program						
.79.1	Information Services				0	0	0
.79.2.a	Access Assistance				0	0	0
.79.2.a.1	Access Assistance - Case Coordination						
.79.2.a.2	Access Assistance - Information and Assistance						
.79.2.b	Support Services				0	0	0
.79.3	Respite Care Services				0	0	0
.79.3.a	Respite Care Services - In-Home						
.79.3.b	Respite Care Services - Out-Of-Home						
.79.3.c	Respite Care Services - Overnight						
.79.3.d	Respite Care Services - Other						
.79.4	Supplemental Services				0	0	0
.79.4.a	Supplemental Services - Assistive Technology/DME/PERS						
.79.4.b	Supplemental Services - Consumable Supplies						
.79.4.c	Supplemental Services - Home Modifications/Repairs						
.79.4.d	Supplemental Services - Legal/Financial Consultation						
.79.4.e	Supplemental Services - Homemaker/Chore/Personal Care						
.79.4.f	Supplemental Services - Transportation						
.79.4.g	Supplemental Services - Nutrition Services						
.79.4.h	Supplemental Services - Other						
.79.5	Services to Grandparents/Relatives						
.79.6	Memory Care and Wellness (NW and King only)				0	0	0

AREA AGENCIES ON AGING
 STATE/FEDERAL BUDGET
 EXPENDITURE/REVENUE DETAIL BY FUNDING SOURCE
 AAA: Kitsap

EXHIBIT B

BUDGET PERIOD: JULY 1, 2023 - JUNE 30, 2024

	Sr Farmers	Sr Farmers	Total		Non-AL TSA	
.84 Health Appliance/Limited Health Care				0	0	0
.88 Long Term Care Ombudsman				0	0	0
.89 Newsletters				0	0	0
555 90 OTHER ACTIVITIES			194,408	194,408	0	194,408
Disaster Relief				0	0	0
Foot Care				0	0	0
Peer Counseling				0	0	0
Outreach				0	0	0
Consumable Supplies				0	0	0
Health				0	0	0
Public Education				0	0	0
Socialization				0	0	0
Access Not Reported Elsewhere				0	0	0
Care Transitions			148,543	148,543	0	148,543
State Match for ARP			45,865	45,865	0	45,865
Other (Enter Title)			0	0	0	0
Total Services	67,013	0	67,013	226,852	3,278,449	3,278,449
GRAND TOTAL	67,013	0	67,013	246,932	4,373,188	4,373,188
Revenue Total	67,013	0	67,013	246,932	4,373,188	4,373,188
Carryover			0	0	0	0
New Funds	67,013	0	67,013	246,932	4,373,188	4,373,188
To be completed by AL TSA						
Current awarded this amendment	67,013	0	67,013	246,932	4,373,188	4,373,188
Prior amendment awarded	67,013	0	67,013	246,932	2,113,103	2,113,103
Net Change:	0	0	0	0	2,260,085	2,260,085

CFDA Number		
BARS CODE		Description
555 .10	ADMINISTRATION	
.11	Area Agency Planning/Administration	
.12	Interfund Payments for Services	
.13	Core Services Contract Management	
555 .21	COORDINATION	
555 .31	LEGAL ASSISTANCE	
555 .40	ACCESS SERVICES	
.41	Transportation	
.42	Information & Assistance	
.43.1	Case Management/Nursing Services (Core Services)	
.43.2	Case Management (Aging Network)	
.44	Nursing Services - DDA	
.45	Nursing Services - Aging Network	
.46	Nursing Services - Contracted with HCS	
.48	Muckleshoot Front Door (King only)	
.49	Contracted Front Door Functions (King only)	
555 .50	IN-HOME SERVICES	
.51	Chore Services - Aging Network	
.52	Personal Care Services - Aging Network	
.53	Home Health	
.54	Health Maintenance	
.55	Bath Assistance	
.56	Visiting and Telephone Reassurance	
.57	Minor Home Repair and Maintenance	
.58	Adult Day Care	
.59	Volunteer Services (NW Only)	
.59A	Assistive Technology/DME/PERS	
.50	Other In-home Services	
555 .60	NUTRITION SERVICES	
.61	Congregate Meals	
.63	Nutrition Education & Outreach	
.64	Home Delivered Meals	Expanded Nutrition
.65	Shopping Assistance	
.66	Registered Dietician	
.67	Senior Farmer's Mkt (SFMNP)	
.67.1	Food Purchased	
.67.2	Checks Received	
.67.3	Service Delivery	
555 .70- .80	SOCIAL & HEALTH SERVICES	
.71	Adult Day Health	
.72	Geriatric Health Screening	
.73	Medication Management	
.74	Senior Drug Education	Senior Drug Education
.75	Disease Prevention/Health Promotion	
.75.1	Disease Prevention/Health Promotion - Evidence Based	
.75.2	Disease Prevention/Health Promotion - Non-Evidence Based	
.76	Elder Abuse Prevention	
.77	Mental Health	
.78	Kinship Care	
.78.1	Kinship Caregivers Support Program	
.78.1a	Service Delivery	
.78.1b	Goods and Services	
.78.2	Kinship Navigator Services	
.79	Family Caregiver Support Program	
.79.1	Information Services	
.79.2.a	Access Assistance	
.79.2.a.1	Access Assistance - Case Coordination	
.79.2.a.2	Access Assistance - Information and Assistance	
.79.2.b	Support Services	
.79.3	Respite Care Services	
.79.3.a	Respite Care Services - In-Home	
.79.3.b	Respite Care Services - Out-Of-Home	
.79.3.c	Respite Care Services - Overnight	
.79.3.d	Respite Care Services - Other	
.79.4	Supplemental Services	
.79.4.a	Supplemental Services - Assistive Technology/DME/PERS	
.79.4.b	Supplemental Services - Consumable Supplies	
.79.4.c	Supplemental Services - Home Modifications/Repairs	
.79.4.d	Supplemental Services - Legal/Financial Consultation	
.79.4.e	Supplemental Services - Homemaker/Chore/Personal Care	
.79.4.f	Supplemental Services - Transportation	
.79.4.g	Supplemental Services - Nutrition Services	
.79.4.h	Supplemental Services - Other	
.79.5	Services to Grandparents/Relatives	
.79.6	Memory Care and Wellness (NW and King only)	

AREA AGENCIES ON AGING
 STATE/FEDERAL BUDGET
 EXPENDITURE/REVENUE DETAIL BY FUNDING SOURCE

EXHIBIT B

AAA: Kitsap

BUDGET PERIOD: JULY 1, 2023 - JUNE 30, 2024

.84 Health Appliance/Limited Health Care
 .88 Long Term Care Ombudsman
 .89 Newsletters

555 .90 OTHER ACTIVITIES

Disaster Relief
 Foot Care
 Peer Counseling
 Outreach
Consumable Supplies
Health
Public Education
Socialization
Access Not Reported Elsewhere
 Care Transitions
 State Match for ARP
 Other (Enter Title)

From SFY24 ARP Allocation by AAA and Associated Match

Total Services

GRAND TOTAL

Revenue Total

Carryover

New Funds

To be completed by ALTSA

Current awarded this amendment
 Prior amendment awarded
Net Change:



Office of Inspector General
U.S. Department of Health & Human Services

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