

PERFORMANCE BASED CONTRACT GUIDELINES
WJCS in Partnership with Yonkers Board of Ed at Scholastic Academy and
Cross Hill Academy

1. WHAT IS THE PURPOSE OF THE SERVICE?

(Describe in detail any services to be provided or materials to be purchased)

The purpose of the services to be provided by WJCS at Scholastic Academy and Cross Hill Academy is to promote the social and emotional wellness of students, reduce school absentee and suspension rates, identify and help challenged learners, and promote the overall resilience of students. Services will be designed to foster student's academic and social achievement through therapy with students and support and involvement of families as well as professional development of staff.

The services, provided by WJCS licensed clinicians in an OMH designated satellite mental health clinic on-site at the school, will aim to support students, families and school faculty in their common goal of making the school experience positive and successful.

The services include individual, group, family and collateral treatment with psychiatric assessment and treatment as needed. The clinic will provide mental health services directly to students in the school, will work to reduce the stigma associated with these services and the inconvenience of having to identify and travel to community based clinics. Consultation and training to school staff by WJCS mental health professionals is available and individualized to the needs of school personnel. The common overriding values of the clinical work provided by WJCS are being trauma informed, person centered, culturally competent and evidence based in all aspects of the program.

WJCS will provide/support:

Individual, family and group therapy to students:

- Mental health counseling will be provided on site to students, who may be self-identified, identified by teachers or school staff, identified through screening, or referred by family.
- Therapy will consist of evidence-based practice targeting problematic behaviors and promoting social emotional health and positive school performance.

Family and Caregiver Involvement:

- Psycho education about social and emotional struggles of students.
- Collateral therapy sessions with families.
- Tools and skills to support the student's healthy functioning in school and in the Community.

School Staff:

- Consultation and training to school staff on understanding the impact of trauma on students and caregivers, creating a "trauma informed" environment and supporting positive development of students.
- Staff Development workshops including the international evidence based model, Youth Mental Health First Aid.

2. AMOUNT OF SERVICE

(Set forth all quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided)

Services will be provided from Fall 2018- Spring 2019 at Scholastic and throughout the summer at Cross Hill Academy on site at the respective school. With permission and partnership of the principal, all students will be eligible for services.

Students: therapy will be provided at times mutually agreed upon by the school, the family, and the WJCS therapist. Direct services will be provided to students at the appropriate developmental level.

- Individual Therapy - every effort will be made to provide individual therapy at a time and in a manner that will cause minimal disruption to the school schedule. Sessions will promote resilience and school success, target the problematic behavior or stressors presented by the student and will follow evidence-based practice protocol for that particular problem. Typically a course of treatment may run 6-12 sessions at a half hour per session. Treatment sessions may be longer or more frequent, and treatment duration may be longer depending on symptom acuity.
- Group Therapy - is an option if there is a critical mass of students struggling with similar issues and who the therapist and family feel would benefit from the group modality of treatment.
- Family and collateral - sessions will occur to support the therapeutic work with the child. These sessions will be scheduled before or after school hours whenever possible.

Parents: WJCS will provide trainings and/or workshops to parents of children in consultation with the school administration and other providers in the school building. WJCS can offer small group, assembly, town hall style workshops for parents and families. Workshops can include: psycho-education topics; bullying prevention and intervention; and evidence-based and therapeutic modalities such as Parent Management Training, Second Step, or Organizational Skills Training. Parent services can be one hour or more depending on topic.

- Parent Support- WJCS trained and experienced family support workers will engage with parents and youth in support of engagement and therapeutic work. The family support workers will offer families referrals for other services, advocacy with community groups, and other related services in support of the goals of this agreement.

Staff and School Community: WJCS will provide trainings and/or workshops to school staff and/or the school community in consultation with the school administration and other providers in the school building. WJCS can offer small group, assembly, town hall style workshops for the school community and for school staff as well. Workshops can include: psycho-education topics; insurance enrollment and benefits information; crisis de-escalation techniques, mental health first aid for adults and for children, parenting skills – Parent Management Training (PMT); life skills - budgeting, organizing, use of a calendar, healthy eating; and psycho-education and skills groups regarding mental health and social-emotional issues, etc. These workshops can be one hour or more depending on topic. Typically, school administration work with our onsite staff to select among these topics in order to offer options that best meet the needs of their school community.

3. WHO IS SERVED? (Describe whether services are to be provided directly to students, to staff, etc.)

Services to students: Students identified through screening, students having behavioral difficulties in school, and or students identified by staff or parents as struggling with behavioral health problems and or in the aftermath of a traumatic event - will be offered mental health counseling services on site at the school in a confidential manner and in a private office.

Services to parents: WJCS will provide workshops and trainings to parents or guardians as requested by the principal. Topics may include: setting up homework to be successful; parenting skills - Parent Management Training (PMT); life skills - budgeting, organizing, use of a calendar, healthy eating; and psycho-education and skills groups regarding mental health and social-emotional issues.

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

WJCS staff involved in this service include; over sight by Leroy Ennis, supervisor of the WJCS Yonkers School Based Programs. Mr. Ennis is a N.Y. State licensed social worker with extensive supervisory, direct practice, crisis and staff development experience.

Additional WJCS licensed and experienced clinical social workers will provide direct therapy services to the children, youth and collaterals. A WJCS child psychiatrist or psychiatric nurse practitioner will be available to assess children who require a psychiatric evaluation and follow up. A family support worker provides services in partnership with the social workers and enables wrap around services and “warm hand offs” to other services as needed.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

All students and families will be assured confidentiality in therapy sessions, consistent with HIPAA guidelines. A final report to the school will include number of students served, total number of individual and group sessions and number of parent workshops. Individual student progress in therapy will be reported to parents and school as relevant.

6. HOW WILL THE QUALITY BE JUDGED?

(Set forth the method which will be used to evaluate contractor’s performance)

Students completing the treatment process and achieving their treatment goals will indicate success of the program. The program will promote the social and emotional wellness of students, reduce school absentee and suspension rates for those students involved in therapy, and promote the overall resilience of students. Services will be designed to support the overall goals of the school in fostering students’ academic and social achievement through therapy services to students with support of families and the school.

7. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT

(There must be a single Board administrative employee identified as the person responsible. This person will also be responsible for signing off on contract payments)

- Elaine Shine, Executive Director, Yonkers Public Schools

- Seth Diamond, Executive Director of WJCS, will sign the contract for partnership with the Yonkers District. WJCS will be responsible for the contract through the administrative oversight of Pat Lemp, WJCS Assistant Executive Director of Clinic Based Services. Fiscal responsibility in regard to invoice for payment will be managed through the WJCS Finance Department.

CONTRACTOR'S NAME, ADDRESS & CONTACT INFORMATION

Name: WJCS
Address: 845 North Broadway, White Plains, NY 10603
Contact: Pat Lemp, LCSW, Assistant Executive Director, Clinic-Based Services
Address: WJCS, 845 North Broadway, White Plains, NY 10603
Tele #: 914-761-0600, ext. 207
Email: plemp@wjcs.com

CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER: 13-1740071

CONTRACTOR'S STATUS: Not-for-Profit, 501c3 corporation, Westchester, NY

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

N/A

9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.

Yes, academic and attendance information will be received by the program to enhance services with relation to actual student performance.

Information will not be shared.

10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.

N/A