



CONTRACT AMENDMENT Training

DSHS CONTRACT NUMBER:
1565-48149

Amendment No. 02

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

CONTRACTOR NAME		CONTRACTOR doing business as (DBA)	
University of Washington		Harborview Medical Center	
CONTRACTOR ADDRESS		WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI)	DSHS INDEX NUMBER
Harborview Center 325 9 th Ave, MS 359947 Seattle, WA 98104		178-019-988	1501
CONTRACTOR CONTACT	CONTRACTOR TELEPHONE	CONTRACTOR FAX	CONTRACTOR E-MAIL ADDRESS
Lucy Berliner	(206) 744-1600	(206) 744-1614	lucyb@uw.edu
DSHS ADMINISTRATION	DSHS DIVISION	DSHS CONTRACT CODE	
Behavioral Health Administration	Division of Behavioral Health and Recovery	1000LC-65	
DSHS CONTACT NAME AND TITLE		DSHS CONTACT ADDRESS	
Paul Davis Program Manager		PO Box 45600 Olympia, WA 98504	
DSHS CONTACT TELEPHONE	DSHS CONTACT FAX	DSHS CONTACT E-MAIL ADDRESS	
(360)725-1632	Click here to enter text.	davispa@dshs.wa.gov	
IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT?		CFDA NUMBERS	
Yes		93.958	
AMENDMENT START DATE	CONTRACT END DATE		
10/01/2017	09/30/2018		
PRIOR MAXIMUM CONTRACT AMOUNT	AMOUNT OF INCREASE OR DECREASE	TOTAL MAXIMUM CONTRACT AMOUNT	
\$526,910.00	\$263,455.00	\$790,365.00	
REASON FOR AMENDMENT; CHANGE OR CORRECT CONTRACT TERMS OR SOW, 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 type="checkbox"/> Additional Exhibits (specify):			
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	DATE SIGNED	
	Paul Hayes, RN Executive Director	11-2-17	
DSHS SIGNATURE	PRINTED NAME AND TITLE	DATE SIGNED	
	Michael Rice, Contract Supv. BHA Contracts	11-9-17	

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

1. Amend the Contract by extending the end date from 9/30/17 to 9/30/18.
2. Amend the Contract by adding \$263,455, therefore increasing the maximum consideration from \$526,910 to \$790,365.
3. Amend the Special Terms and Conditions Section 3. Statement of Work, by adding Subsection e. as follows:
 - e. October 1, 2017 to September 30, 2018: Coordinate and facilitate Ongoing Training and Technical Assistance in CBT+ (including TF-CBT). The Contractor shall provide ongoing training and technical assistance to CMHAs including:
 - (1) Five (5) Regional CBT+ regional Learning Collaboratives will be offered. It is proposed that regional trainings will take place in King County (1), Pierce County (1), the Spokane area (1), Yakima and central WA (1), and Centralia and the south west area (1).
 - (2) The six (6) WA CBT+ Trainer/Regional Consultants will assume primary responsibility in their communities for encouraging interest, publicizing the trainings, locating free/low cost venues, and soliciting additional support. They will work closely with the local Regional Authority in terms of identifying need, helping publicize and potentially providing some support. Regional trainings will be identified as co- sponsored by DBHR, CBT+ Harborview/UW, and the local mental health provider organization that helps with the organizing and delivery. If the Regional Authority contributes to the training, it will also be identified.
 - (a) The regional CBT+ Learning Collaboratives will adhere to the written requirements including: completion of the TF-CBTweb prior to the in-person training, attendance at the 3-day in-person training, participation in the required number of consultation calls, delivery of the EBPs to the requisite number of cases with fidelity, and completion of a baseline and follow-up evaluation survey.
 - (b) Harborview/UW will provide the QA and maintain the infrastructure support including registration, obtaining CEUs, documenting and tracking payment for the Learning Collaborative, creating and revising training curricula, creating training notebooks for participants, compiling training evaluations, tracking TF-CBTweb certificates, tracking attendance and completion, issuing and maintaining the certificates, placing participants on the listserv, placing resources on the CBT+ Notebook, sending reminder notices for consultation calls, overseeing invoicing from trainer/consultants.
 - (3) Clinical/Fidelity-based follow-up group telephonic consultation for core learning session trainees consisting of:
 - (a) Twelve (12) one-hour phone sessions at a frequency of twice per month for 6 months.
 - (b) Use the EBP Toolkit to document fidelity for the training cases.
 - (4) Advanced Clinical Training. The Contractor shall conduct a one-day advanced training for attendees of past learning collaboratives by August 31, 2018, and is responsible for the following:

Submission of a narrative as part of the following quarter's report to DBHR including:

- (a) Date, time and place, topic, presenter;
 - (b) List of provider affiliation of attendees (i.e. position, CMHC, Regional Authority, and county)
 - (c) Narrative summary of attendee feedback and recommendations for future advanced topics.
- (5) Clinical Senior Leader/Supervisor Training. The Contractor shall coordinate and conduct a one-day clinical senior leader/supervisor training for CMHA organizations and supervisors who have attended a core learning collaborative. The focus of the clinical senior leader/supervisor one day training will be on practical strategies for sustainment of the four (4) EBPs comprised within CBT+.
- (a) Work with Clinical Senior Leaders/Supervisors to identify operational, system and clinical topics relevant to sustainment of EBPs past the Learning Collaborative.
 - (b) Permit agency or Regional Authority administration to attend as indicated.
 - (c) Conduct routine satisfaction surveys and include summary of attendee feedback and recommendations in the following quarterly report.
 - (d) Twelve (12) one-hour monthly consultation sessions for CMHA supervisors who have attended one or more core-learning collaborative and are implementing agency fidelity supports
- (6) Conduct a one (1) day WA Trainer Candidate training for new potential WA Trainer/Consultant candidates.
- (7) Provider/Clinician Support. The Contractor shall continue to facilitate clinician and agency fidelity practice and growth through maintenance of:
- (a) Provider list-serve
 - (b) CBT+ Notebook on the Harborview website containing public domain resources for delivery of the 4 CBT+ EBPs.
- (8) Evaluation. The Contractor shall conduct evaluation of activities consisting of:
- (a) Training evaluations following each workshop and training activity communicating satisfaction, learning achieved and subjective feedback of recommendations
 - (b) Baseline, post in-person learning session, and post-consultation surveys of participating providers on competence in the four (4) CBT+ EBPs.
 - (c) Provide recommendations for future dissemination and implementation support
- (9) Recruit and maintain quality assurance for the WA CBT+ approved trainers/consultants for the regional CBT+ trainings
- (a) Identify and train new WA CBT+ Trainer/Consultants to insure sufficient trainers and consultants to meet need.
 - (b) Review and update the Training Guide and PowerPoint that all WA Trainer/Consultants

must use based on feedback and input from UW Trainer Consultants and WA Trainer/Consultants.

- (c) Participate in regional trainings to insure that the WA CBT+ Trainer/Consultants are teaching consistent with the Trainer Guide and CBT+ Training PowerPoint and to insure sufficient trainers for application of adult learning principles.
 - (d) Provide Quality Assurance for adherence to the training and consultation expectations. Monitor to determine whether the WA CBT+ Trainer/Consultants covered the key learning points for each slide.
 - (e) Provide constructive feedback to WA CBT+ Trainer/Consultants on teaching style, coverage of required content, and engagement with the audience.
- (10) Provide overall leadership and QA for CBT+
- (a) Continue reviewing and sharing new and relevant research with the Trainer/Consultants and on the listservs, create and post new handouts/cheat sheets or other resources on the CBT+ Notebook.
 - (b) Review and revise in-person learning content and activities including modeling, role plays, and table activities as needed.
 - (c) Following each regional CBT+ training, review post training surveys to identify areas needing improvement.
 - (d) Review and update WA CBT+ Consultant Guide annually and as needed
 - (e) Provide supportive information for the WA CBT+ Trainer/Consultants to maintain adherence to the CBT+ consultation model.
- (11) Coordinate and facilitate Ongoing Training and Technical Assistance in Common Elements Treatment Approach (CETA). The Contractor shall provide ongoing training and technical assistance to CMHAs including:
- (a) Two (2) CETA 2-day Learning Collaboratives for up to sixty (60) providers each will be offered. It is proposed that one (1) training will be in Spokane and one (1) in the Seattle area.
 - (b) The three (3) Harborview CETA Trainer/Consultants will conduct the in- person training and consultation calls.
 - (c) Potential candidates for WA CETA Trainer/Consultants will be identified and given co-training and consultation experience.
 - (d) The participation and certificate of completion requirements will be modeled on the CBT+ requirements and include: attendance at the 2-day in-person training, participation in the consultation calls, and delivery of CETA to the requisite number of cases with fidelity.
 - (e) Harborview/UW will provide the QA and maintain the infrastructure support including registration, obtaining CEUs, documenting and tracking payment for the Learning Collaborative, creating and revising curricula, creating training notebooks for participants, compiling training evaluations, tracking attendance and completion, issuing and maintaining

the certificates, placing participants on the listserv, placing resources on the CETA Notebook, sending reminder notices for consultation calls, overseeing invoicing from trainer/consultants.

(12) Clinical/Fidelity-based follow-up group telephonic consultation for core learning session trainees consisting of:

- (a) Twelve (12) one-hour phone sessions at a frequency of twice per month for six (6) months
- (b) Use the EBP Toolkit to document fidelity for the training cases.

(13) Update CETA materials to include a Manual, Trainer Guide, Power Point and provider and client materials.

(14) Make CETA Toolkit attendance and fidelity monitoring improvements in Toolkit.

(15) Develop and carry out an evaluation of the CETA Learning Collaborative.

4. Amend the Special Terms and Conditions Section 3. Statement of Work, Subsection c. Reports by adding the following for October 1, 2017 to September 30, 2018:

(7) Quarterly Reports: Submit quarterly reports by December 31, 2017, March 31, 2018, June 30, 2018, September 30, 2018 documenting:

- (a) Training, consultation and coaching activity
- (b) Numbers served
- (c) Faculty
- (d) Satisfaction and feedback surveys results / recommendations.

(8) WA CBT+ Consultant Guide

(9) Final Reports: Submit a final report no later than October 31, 2018 including:

- (a) Evaluation data and analysis
- (b) Annual overview
 - i. Satisfaction surveys, lessons learned, subjective feedback
 - ii. Fidelity / quality management activities, lessons learned, subjective feedback
 - iii. Agency and Regional Authority involvement (current participation and total overall)
 - iv. Recommendations for future fidelity / quality management practices

5. Amend the Special Terms and Conditions Section 4. Consideration by deleting and replacing with the following:

4. **Consideration.** Total consideration payable to Contractor for satisfactory performance of the work under this Contract is increased by \$263,455, up to a total maximum of \$790,365, including indirect

costs and any and all expenses, and shall be based on Section 5. Deliverables.

This Agreement is supported with Community Mental Health Services Block Grant funding, from the federal Department of Health and Human Services, Catalog of Federal Domestic Assistance (CFDA) number #93.958.

5. Amend the Special Terms and Conditions Section 5. Deliverables by adding the following after the deliverables for October 1, 2017 to September 30, 2018:

October 1, 2017– September 30, 2018

TF-CBT/CBT+ training and implementation activities including core-learning collaboratives, consultation, technical assistance/coaching, provider supports, fidelity training and coaching activities. Includes course materials, facilities, catering and supplies and communication services.

CETA Training and implementation activities including core-learning collaborative, consultation, technical assistance/coaching, provider supports, fidelity training and coaching activities. Includes course materials, facilities, catering and supplies and communication services.

- a. Reports documenting quarterly activity will be submitted according to the schedule in the SOW and reimbursed: \$201,800 (\$50,450 per quarter)
- b. Co-Consultants fees: \$2,520 (\$630 per quarter)
- c. Communication Services: \$9,655 (\$2,413.75 per quarter)
- d. Toolkit access- 1 year for 150 people: \$7,500 (\$1,875 per quarter)
- e. Travel: \$4,200 (\$1,050 per quarter)
- f. CETA Co-trainer: \$2,500 (\$625 per quarter)
- g. Supplies: binders, duplication: \$5,280 (\$1,320 per quarter)
- h. One (1) day Supervisor Training expenses: \$1,700 in Q2/Q3
- i. Two (2) 2-day CETA Training expenses: \$14,000 in Q2/Q3
- j. One (1) day CBT+ Advanced Training: \$6,000 in Q3
- k. Train the Trainer expenses: \$1,000 in Q1
- l. CBT+ Advanced Training honorarium & travel: \$4,300 in Q3
- m. Evaluation Report CBT+: (on invoice following report submission no later than October 31, 2018) \$1,000 in Q4
- n. Evaluation Report CETA: (on invoice following report submission no later than October 31, 2018) \$1,000 in Q4
- o. Revised/Updated WA CBT+ Consultant Guide: \$250 in Q4

- p. Revised/Updated WA CETA Manual, Training Guide and Power Point: \$250 in Q4
 - q. Final report: (Annual overview and recommendations for fidelity training/maintenance) \$500 in Q4
- (Revenue for CBT+ conference registrations to cover trainer fees)

6. Amend the Special Terms and Conditions by adding Section 9. Federal Award Identification for Subrecipients (reference 2 CFR 200.331) - Mental Health Block Grant as follows:

9. Federal Award Identification for Subrecipients (reference 2 CFR 200.331) - Mental Health Block Grant

(i) Subrecipient name (which must match the name associated with its unique entity identifier);	University of Washington
(ii) Subrecipient's unique entity identifier; (DUNS)	136578817
(iii) Federal Award Identification Number (FAIN);	SM010056
(iv) Federal Award Date (see §200.39 Federal award date);	04/22/15
(v) Subaward Period of Performance Start and End Date;	10/1/17 to 9/30/18
(vi) Amount of Federal Funds Obligated by this action;	\$263,455
(vii) Total Amount of Federal Funds Obligated to the subrecipient;	\$790,365
(viii) Total Amount of the Federal Award;	FY14 \$10,429,045 FY15 \$10,443,964 FY16 \$11,606,420
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);	Community Mental Health Services Block Grant
(x) Name of Federal awarding agency, pass-through entity, and contact information for awarding official,	SAMHSA, Washington State DSHS, Chris Imhoff, Director PO Box 45330 Olympia, WA 98504-5330 Imhofc@dshs.wa.gov
(xi) CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement;	93.958
(xii) Identification of whether the award is R&D; and	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(xiii) Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).	5%

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

