



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

22351

Date: October 31, 2011

To: The Board of Acquisition and Contract

From: Kevin M. McGuire  
Commissioner  
Department of Social Services

Re: Authority is hereby requested for the County of Westchester to enter into agreements with nine (9) licensed consultants as listed in Schedule "A" to provide psychological testing and evaluations, psychiatric evaluations, mental health evaluations, sibling consults, fire setting evaluations, safety assessments and court ordered psychotherapy to uninsured parents and children who have been subjects of Child Protective Service Reports and families in which at least one (1) child is at risk of foster care placement or in which at least one (1) child has been placed in foster care for the period January 1, 2012 through December 31, 2012 in an aggregate amount not to exceed \$217,125 to be paid at rates listed in Schedule "B" pursuant to an approved budget and subject to appropriation

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Authority is hereby requested for the County of Westchester to enter into agreements with nine (9) licensed consultants as listed in Schedule "A" to provide psychological testing and evaluations, psychiatric evaluations, mental health evaluations, sibling consults, fire setting evaluations, safety assessments and court ordered psychotherapy to uninsured parents and children who have been subjects of Child Protective Service Reports and families in which at least one (1) child is at risk of foster care placement or in which at least one (1) child has been placed in foster care for the period from January 1, 2012 through December 31, 2012 in an aggregate amount not to exceed \$217,125 to be paid at rates listed in Schedule "B" pursuant to an approved budget and subject to appropriation. The requested aggregate not-to-exceed amount is the same as that of the 2011 contract amount.

All consultants are paid at an hourly rate for the actual time spent in review of referral records, interviews, conferences, interpreting test results and preparation of reports. The Consultants shall be available, upon request of the County Attorney, to testify in Family Court or other related proceedings as to the Consultants' evaluative findings and/or assessment of therapeutic progress. The Consultants will be compensated for such time and appearance by the Department. The Consultants are not compensated

by the Department or the County Attorney's office if they are subpoenaed or called as a witness by the Court, the Law Guardian or any other party other than the County of Westchester.

These contracts serve a **public purpose** in that the licensed consultants provide professional expertise in the areas of evaluations, assessments and court ordered psychotherapy, thereby enabling the Department to provide appropriate referrals and services as recommended.

The **goals and objectives** of these contracts are to provide psychological testing and evaluations, psychiatric evaluations, mental health evaluations, sibling consults, fire setting evaluations, safety assessments and court ordered psychotherapy to uninsured parents and children who have been subjects of Child Protective Service reports and families in which at least one child is at risk of foster care placement or in which at least one child has been placed in foster care. The services provided by the Consultants allow for interventions that promote the psychological and physical well-being of the child and/or parent as well as to assist and facilitate the reunification of the family where required.

The **goals and objectives are in the best interests of the County in terms of public health and public safety** because they are aimed at providing clinical evaluations of the clients referred to the Consultant. These evaluations help the Department to identify the mental health and/or developmental problems of the clients, including both children and parents and make appropriate referrals which would in turn help to reduce the risk of abuse, neglect or maltreatment.

The **goals and objectives are in the best interests of the County in terms of fiscal responsibility** in that the services provided by the Consultant assist the Department in determining the appropriate level of services needed by the clients, thereby helping to avert placements and the costs associated with such placements. Further, because the services will be provided at an hourly rate, payments will be made for the actual time the Consultant spends on each case which in turn would provide for more accountability on the part of the Department and the Consultants.

The **goals and objectives of this program will be tracked and monitored** to evaluate the success using the Performance Measurement Indicators developed by the Department and approved by the County Budget Office. They include feedback from District Office staff as well as the periodic review of reports submitted by the Consultant.

Based on the **Performance Measurement Indicators submitted**, the Department is able to report that the Consultants have met the established measurements indicators set forth in the Scope of Work.

These contracts are exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (vii) and (viii).

Accordingly, the County of Westchester is hereby requesting permission to enter into agreements with nine (9) licensed consultants as described above.

We respectfully request your Honorable Board's approval of the attached Resolution.

**RESOLUTION**

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into agreement with nine (9) licensed consultants as listed in Schedule "A" to provide psychological testing and evaluations, psychiatric evaluations, mental health evaluations, sibling consults, fire setting evaluations, safety assessments and court ordered psychotherapy to uninsured parents and children who have been subjects of Child Protective Service Reports and families in which at least one (1) child is at risk of foster care placement or in which at least one (1) child has been placed in foster care for the period January 1, 2012 through December 31, 2012 in an aggregate amount not to exceed \$217,125 to be paid at rates listed in Schedule "B" pursuant to an approved budget; and be it further

**RESOLVED**, that these agreements are subject to County appropriations; and be it further

**RESOLVED**, that these agreements are also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of these agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate these agreements or renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Consultant, then the Consultant shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Account to be Charged/Credited

	Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub-Object	Trust Account	Dollars
2012	101	22	8900	5960	-----	\$217,125

Budget Funding Year(s): 2012  
(must match resolution)

Start Date: 01/01/12

End Date: 12/31/12

Funding Source

Tax Dollars: 41%  
State Aid: 30%  
Federal Aid: 29%  
Other:

**\$217,125**  
(must match resolution)

Schedule "A"  
LIST OF CONSULTANTS

<u>CONSULTANT NAME</u>	<u>VENDOR #</u>
1. Jose Arcaya, Ph.D., Esq.	726825
2. Diagnostics, LLP	715133
3. Juanita Guerra, Ph.D.	To be assigned
4. Manuel Lopez-Leon, M.D	729185
5. Julie Low, M.D.	729191
6. Montego Medical Consulting, P.C.	727180
7. Elizabeth Osborn, M.D.	999005
8. Sancia Wellness, Inc.	To be assigned
9. Westchester Jewish Community Services, Inc.	995101

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/15/2011  
SOMARY VIEIRA, SECRETARY

Schedule "B"  
CONSULTANT SERVICE FEE SCHEDULE  
Aggregate Not-To-Exceed for all Consultant Contracts \$217,125

01/01/2012 - 12/31/2012

I.	Psychiatric Evaluation	\$157.50 per hour
II.	Psychological Testing and Evaluation	\$94.50 per hour (not to exceed \$1,100.00 for a battery of tests)
III.	Fire-setting Evaluation	\$795.90 per evaluation
IV.	Psychotherapeutic Treatment by Psychiatrist by Other	\$157.50 per hour \$78.75 per hour
V.	Consultation (Sibling Placement)	\$78.75 per hour
VI.	Chemical Dependency Evaluation and/or Treatment	Rate established by Medicaid
VII.	No Show Rate for Psychiatric Evaluation	\$157.50 for the first hour only
VIII.	No Show Rate for Psychological Testing and Evaluation	\$94.50 for the first hour only
IX.	Court Appearance	
	Psychiatrist	\$551.25 *half day
	Psychiatrist	\$1,102.50 **full day
	Psychiatrist Record Review/Prep Time	\$157.50 per hour
	Psychiatrist Telephone Conference	\$157.50 per hour
	Psychologist	\$330.75 *half day
	Psychologist	\$661.50 **full day
	Psychologist Record Review/Prep Time	\$94.50 per hour
	Psychologist Telephone Conference	\$94.50 per hour
	Tolls	Receipted amount
	Mileage	55.5 cents per mile (2011 IRS reimbursement rate)

Reimbursement for travel expenses will be calculated on a per mile basis at the standard IRS rate. Mileage will be reimbursed for travel to and from the Consultant's office to designated location (i.e. Court).

\*Half day is equivalent to 3.5 hours.

\*\*Full day is equivalent to 7 hours.