

## MEMORANDUM OF UNDERSTANDING

Between

Ridgeview Behavioral Health Services

And

Oneida Special School District

This is a Memorandum of Understanding between Ridgeview Behavioral Health Services (Ridgeview) and Oneida Special School District for the purpose of establishing behavioral health services provided in the school setting. The term of this MOU commences August 1, 2019 and is automatically renewable thereafter provided that either party does not wish to terminate the agreement. In the event that any one or more provisions of this agreement are deemed null, void, or unachievable due to unforeseen events, the parties shall renegotiate or terminate the remaining provisions of this agreement within 30 days of written notice by either party.

- I. Ridgeview Behavioral Health Services agrees to:
  - A. Be accountable and responsible for the provision of mental health services performed by licensed Ridgeview staff.
  - B. Follow and monitor all policies and procedures of Oneida Special School District; along with state and federal regulations.
  - C. Provide supervision of Behavioral Health Providers and documentation of liability insurance for said providers as well as yearly background checks for school-based providers.
  - D. Provide scheduled direct counseling services through Licensed Mental Health Professionals or Master's Level Providers (supervised by Licensed Providers) to students, and/or make referrals for students requiring necessary services not available on-site.
  - E. Provide consultation services via telephone for school personnel during emergencies occurring during school hours for those students on Ridgeview's caseload.
  - F. Provide Behavioral Health Therapists ten months per year on the school calendar at mutually agreed upon schools.
  - G. May provide counseling services on school grounds during summer school, if applicable. Services provided to be determined prior to time of implementation and agreed upon by both parties.
  - H. Handle all billing arrangements and will bill insurance where available. If insurance is not available, a sliding fee schedule will be offered.
  - I. Provide feed-back to Oneida Special School District's staff members on students referred as to the status of the referral situation (i.e., parents refused, unable to contact parents for permission, or case opened) so that Oneida Special School District's counselors may follow-up

on cases not opened by Ridgeview. When releases of information are obtained, the school-based counselor may provide feedback and suggestions for intervention to teachers and other appropriate staff to assist in the student's progress.

- J. Provide supplies and materials needed for counseling services.
- K. Clinician will participate in monthly mental health team meetings within the school system, if and when applicable.
- L. Clinician will be available to offer training to school staff on mental health issues as schedule permits.
- M. Ridgeview will work in conjunction with the school to collect outcome data based on behavioral health services provided during the school year. All reports derived from this data collection will be void of any identifiable student information and focus on summaries of the program as a whole.

II. Oneida Special School District agrees to:

- A. Follow all policies and procedures of Ridgeview pertaining to confidentiality.
- B. Respect the boundaries set by Ridgeview for the adherence of requiring that parental permission be obtained before a student can receive services from Ridgeview staff.
- C. Handle all mental health emergencies, including those clients of Ridgeview, in the same manner noted for all students enrolled in Oneida Special School District when Ridgeview staff is not on site. Ridgeview staff may be consulted via telephone if so noted by the Ridgeview counselor.
- D. Provide confidential space, utilities, maintenance, housekeeping, security, and safe access as available. Strive to obtain the most confidential and consistent space available for counseling site.
- E. Provide access to students during instructional time according to mutually developed procedures (i.e. study hall and electives) and schedules.
- F. Participate in requested quality assessment activities.
- G. Provide referral base from school counselors, psychologists, school nurses, school resource officers, and Family Resource Center staff members as appropriate. Assist with the information acquisition on referred students.
- H. Allow Ridgeview therapist to see students that are Ridgeview clients on site even if not referred by school system.

- I. Provide administrative supervision of behavioral health staff while practicing on school grounds during the school calendar year and provide feedback on Ridgeview employee’s performance evaluation.

III. Oneida Special School District agrees **NOT** to:

- A. Refer child abuse or neglect incidents to the Ridgeview staff in lieu of reporting to the Department of Children’s Services.
- B. Refer students who are not on the Ridgeview caseload for crisis counseling or referral in an emergency situation.
- C. Fail to follow-up on students who are referred for services through Ridgeview but are not initiated as a part of the counselor’s caseload due to various reasons including failure to obtain parental consent, refusal by parent or student for services, or student is placed on a waiting list for services.

In the event concerns about the school staff or school operations are raised by a Ridgeview staff member, or come to the attention of a Ridgeview staff member, the staff member and/or his/her immediate supervisor will immediately notify the behavioral health liaison. If together they are unable to resolve concerns, they will jointly meet with the School Health Coordinator and/or Oneida Special School District administrators/supervisors before taking additional steps within their respective institutions.

In the event concerns about a Ridgeview staff member are raised by a school-based staff member, the behavioral health liaison will be notified immediately and notify the Ridgeview supervisor. If together they are unable to resolve concerns, they will jointly meet with the School Health Coordinator and/or other Oneida Special School District administrators/supervisors before taking additional steps within their respective institutions.

**The signatures below represent agreement of both parties with the understanding outlined in this document.**

\_\_\_\_\_  
Dr. Jeanny Hatfield  
Director of Schools

\_\_\_\_\_  
Date

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Brian Buuck, LCSW  
Ridgeview Chief Executive Officer

\_\_\_\_\_  
Date