

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number**

20-1178 A-3

SAP Number

4400015713

Department of Public Health

Department Contract Representative
Telephone Number

Derrick Younger, HS Contracts
 (909) 388-0222

Contractor
Contractor Representative
Telephone Number
Contract Term

AIDS Healthcare Foundation
 Nevin Eapen
 (323) 860-5200
 March 1, 2021 through February 29, 2026

Original Contract Amount
Amendment Amount
Total Contract Amount
Cost Center

\$1,808,465
 \$1,261,610
 \$3,070,075
 9300371000

IT IS HEREBY AGREED AS FOLLOWS:**AMENDMENT NO. 3**

It is hereby agreed to amend Contract No. 20-1178, effective September 26, 2023, as follows:

SECTION V. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$3,070,075, of which \$3,070,075 may be federally funded, and shall be subject to availability of funds to the County. If the funding source notifies the County that such funding is terminated or reduced, the County shall determine whether this Contract will be terminated or the County's maximum obligation reduced. The County will notify the Contractor in writing of its determination and of any change in funding amounts. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel and per diem.

Original Contract	\$1,244,826	March 1, 2021 through February 29, 2024
Amendment No. 1	(\$ 43,335) decrease	March 1, 2021 through February 29, 2024
Amendment No. 2	\$ 606,974	March 1, 2022 through February 29, 2024
Amendment No. 3	\$1,261,610	March 1, 2023 through February 28, 2026

It is further broken down by Program Year as follows:

Program Year	Dollar Amount
March 1, 2021 through February 28, 2022	\$400,497
March 1, 2022 through February 28, 2023	\$703,984
March 1, 2023 through February 29, 2024	\$655,198*
March 1, 2024 through February 28, 2025	\$655,198
March 1, 2025 through February 28, 2026	\$655,198
Total	\$3,070,075

*This amount includes a decrease of \$48,786 from the previous year.

SECTION VIII. TERM

Amend Section VIII to read as follows:

This Contract is effective as of March 1, 2021, and is extended from its original expiration date of February 28, 2024, to expire on February 28, 2026, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

SECTION X. GENERAL PROVISIONS

Add Paragraph R to read as follows:

R. Campaign Contribution Disclosure (SB 1439) – Contractor has disclosed to the County whether it has made any campaign contributions of more than \$250 to any member of the Board of Supervisors within the earlier of: (1) the date of the submission of Contractor's proposal to the County, or (2) 12 months before the date this Contract was approved by the Board of Supervisors. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$250 to any member of the Board of Supervisors for 12 months after the County's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the County a written statement disclosing any campaign contribution(s) of more than \$250 to any member of the Board of Supervisors within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of contractor.

ATTACHMENTS

ATTACHMENT A3 – Add SCOPE OF WORK for Program Year 2023-24

ATTACHMENT J3 – Add PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

All other terms and conditions of Contract No. 20-1178 remains in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

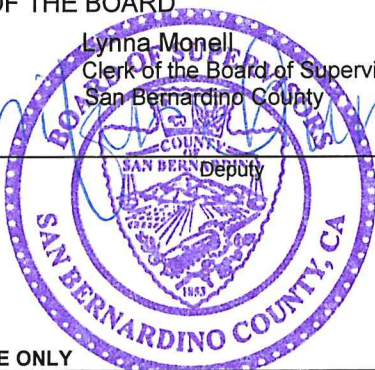
SAN BERNARDINO COUNTY

By 
Dawn Rowe, Chair, Board of Supervisors

Dated: SEP 26 2023

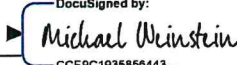
SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

By 
Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County



AIDS Healthcare Foundation

(Print or type name of corporation, company, contractor, etc.)

By 
CCE9C1935856443... signature - sign in blue ink)

Name Michael Weinstein

(Print or type name of person signing contract)

Title President

(Print or Type)

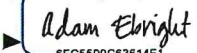
Dated: September 21, 2023

Address 6255 W. Sunset Blvd., 21st Floor

Los Angeles, CA 90028

FOR COUNTY USE ONLY

Ap DocuSigned by: Form


6FC5599C63614F1...
Adam Ebright, County Counsel

Date September 21, 2023

Re DocuSigned by: Compliance


BF400D79FB5648B...
Patty Steven, HS Contracts

Date September 21, 2023

Re DocuSigned by: y Department


30C7CC0F4C9F4CE...
Joshua Dugas, Director

Date September 21, 2023

SCOPE OF WORK for Program Year 2023-24

SCOPE OF WORK – PART A	
USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY	
Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023– February 28, 2024
Service Category:	Mental Health
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA six San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	15			29			44
Proposed Number of Visits = Regardless of number of transactions or number of units	45			87			132
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	181			348			529

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:		SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1:			03/01/23-02/28/24	
Activities: Referral				Referral will be documented in the client's medical record and

SCOPE OF WORK for Program Year 2023-24

<p>Implementation Activity #1-1: The client may request or Medical Provider or RN Case Manager may provide a referral to mental health services as needed</p> <p>Implementation Activity #1-2: The Referral coordinator will review referrals and work with both the benefits counselors to ensure that Ryan White Eligibility is current and with the front desk to ensure that patient receives an appointment</p>	1, 4		<p>ARIES</p> <p>Eligibility will be documented in the client's medical record and ARIES</p> <p>Appointment will be documented in the client's medical record and ARIES</p>
<p>Element #2:</p> <p>Activities: Telehealth Mental Health Appointments</p> <p>Implementation Activity #2-1: The assigned medical assistant and/or nurse will be responsible for outreaching to patients on the schedule to ensure attendance to appointment and understanding of "telehealth" mental health services.</p> <p>Implementation Activity #2-2: Psychiatrist will conduct client appointments through a secured telehealth portal provided by AHF's Telepsychiatry Vendor, Global Physician Solutions, LLC (GPS)</p> <p>The psychotherapist will conduct client appointments through AHF licensed Zoom and/or EZTel.</p> <p>Implementation Activity #2-3: Psychiatrist and psychotherapist will check-in (via phone and/or Teams) with assigned medical assistant to coordinate patient care and discharge planning. The psychiatrist will check in with the assigned medical assistant or nurse at the beginning of each psychiatry clinic as well as before and after seeing a patient.</p> <p>Implementation Activity #2-4: Psychiatrist and psychotherapist will conduct initial assessments and treatment plans.</p>	1, 4	03/01/23-02/28/24	<p>Services will be documented in the client's medical record and ARIES</p> <p>Medical assistant will ensure that, if necessary, the patient receives instructions for lab work.</p> <p>Medical assistant will ensure follow-up appointments are scheduled in CPS at the end of each visit</p> <p>Assessments and treatment plans on the client's medical record and ARIES</p>
<p>Element #3:</p> <p>Activities: Safety Plans and Emergency Referrals</p> <p>Implementation Activity #3-1: Mental Health patients with a history of suicide attempts or ideation and/or homicide ideation will be required to work on a safety plan with the psychiatrist or psychotherapist.</p> <p>Implementation Activity #3-2: A patient with a high acuity level of psychiatric care and needs will appropriately be referred to an intensive psychiatric facility and/or emergency department.</p>	1, 4	03/01/23-02/28/24	<p>Safety plans will be documented in the client's medical record and ARIES</p> <p>Medical records will document the referrals that clients receive</p>

SCOPE OF WORK for Program Year 2023-24

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023 – February 28, 2024
Service Category:	Food Services
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	20			36			56
Proposed Number of Visits = Regardless of number of transactions or number of units	60			108			168
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	241			432			673

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:			SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1:				03/01/23-02/28/24	Record number of food vouchers provided to client in EMR and ARIES
Activities: Provide Food Voucher assistance			1, 4		
Implementation Activity #1: Provide \$80 food voucher to each client monthly					

SCOPE OF WORK for Program Year 2023-24

SCOPE OF WORK – PART A	
USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY	
Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023 – February 28, 2024
Service Category:	Medical Case Management
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	29			55			84
Proposed Number of Visits = Regardless of number of transactions or number of units	88			165			253
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	350			658			1008

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:			SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1:				03/01/23-02/28/24	Initial Assessment will be documented in ARIES and the client's medical record
Activities: Needs Assessment and Individualized Service Plan					

SCOPE OF WORK for Program Year 2023-24

<p>Implementation Activity #1-1: An RN Case Manager meets with client for initial assessment, which is comprised of a comprehensive checklist of psychosocial and healthcare needs.</p> <p>Implementation Activity #1-2: The RN Case Manager works with client to create a coordinated, Individualized Service Plan (ISP).</p> <ul style="list-style-type: none"> Meets with clients during the year to discuss goals and benchmarks achieved in care plan, and make any necessary revisions or additions. Check-in calls to the patient will be provided in between client visits. The plan will be discussed and updated as needed, at least every 6 months. 	1, 4	<p>ISP will be documented in ARIES and the client's medical record</p> <p>The RNCM will document quarterly visits and check in calls within the Care Plan.</p>
<p>Element #2:</p> <p>Activities: Adherence Monitoring and Support</p> <p>Implementation Activity #2-1: Adherence case management and counseling</p> <ul style="list-style-type: none"> Provide adherence tools and education to increase patient literacy about HIV and the importance of ART adherence which will be delivered in both written and verbal forms. Assess specific barriers to adherence and develop motivation and skills needed to overcome barriers. Develop effective strategies to overcome obstacles to adherence. <p>Implementation Activity #2-2: Ongoing collaboration with a clients' other treatment providers, such as community-based case managers and substance abuse counselors to further promote and coordinate adherence and support.</p>	1, 4	<p>Patient retention reports will document maintenance of clients seen every three months by AHF medical staff and phone calls made to clients.</p> <p>Medical records will document the referrals that clients receive including a nutritionist, specialty health providers, mental health services, food security, etc., and follow-up calls made to referral sources.</p>
<p>Element #3:</p> <p>Activities: Referral and Follow-up Services</p> <p>Implementation Activity #3-1: Work with linking agencies to ensure ongoing referrals and promote AHF services. Participate in TGA planning activities and community-based health efforts.</p> <p>Implementation Activity #3-2: Follow-up on Provider referrals for mental health, specialty providers, and needed psychosocial services such as financial assistance, housing, food, etc.</p> <ul style="list-style-type: none"> Provide ongoing advocacy services on behalf of clients 	1, 4	<p>Formal linkage agreements on file and renewed as required</p> <p>Medical records will document the referrals that clients receive</p> <p>Referral Coordinator will track referrals and follow up on referrals provided to clients.</p>

SCOPE OF WORK for Program Year 2023-24

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023– February 28, 2024
Service Category:	Medical Transportation
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	23			42			65
Proposed Number of Visits = Regardless of number of transactions or number of units	69			126			195
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	280			506			786

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:			SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1:					
Activities: Provide Medical Transportation					
Implementation Activity #1: Provide gas cards, bus passes, taxi and ride share (Uber, Lyft) trips to clients			1, 4	03/01/23-02/28/24	Record number of gas cards, bus passes, taxi and ride share (Uber, Lyft) trips provided to client in EMR and ARIES

SCOPE OF WORK for Program Year 2023-24

SCOPE OF WORK – PART A	
USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY	
Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023 – February 28, 2024
Service Category:	Non-Medical Case Management
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	28			52			80
Proposed Number of Visits = Regardless of number of transactions or number of units	84			156			240
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	336			624			960

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:		SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1:			03/01/23-02/28/24	Formal linkage agreements on file and renewed as required
Activities:	Referral and Follow-up Services			

SCOPE OF WORK for Program Year 2023-24

Implementation Activity #1-1: Work with linking agencies to ensure ongoing referrals and promote AHF services. Participate in TGA planning activities and community-based health efforts.	1, 4	Medical records will document the referrals that clients receive
Implementation Activity #1-2: Follow-up on referrals for needed psychosocial services such as financial assistance, housing, food, etc. • Provide ongoing advocacy services on behalf of clients		PCM will track referrals and follow up on referrals provided to clients.

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2023 – February 28, 2024
Service Category:	Outpatient/Ambulatory Health Services
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 23/24 TOTAL
Proposed Number of Clients	31			59			90
Proposed Number of Visits = Regardless of number of transactions or number of units	93			177			270
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	372			708			1080

SCOPE OF WORK for Program Year 2023-24

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:				SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Outpatient Medical Visits Implementation Activity #1-1: Increase current patient census for regular monitoring and treatment for HIV infection according to guidelines for treatment for established and new clients <ul style="list-style-type: none"> • Clinic staff schedule clients every three months minimum. The Primary Care Provider (PCP) conducts regular viral load & CD4 counts; monitors for opportunistic infections, side effects & other medical conditions; diagnoses and treatment of common physical and mental conditions; and continuing care and management of chronic conditions. • Provides specialty referrals as needed • Provider prescribes and manages medication therapy and provides education and counseling on health issues. • New and established clients: Conduct physical examination, take medical history, develop treatment plan, provide risk assessment and early intervention, diagnose and treat medical conditions, diagnostic testing, and education and counseling. • AHF clinic staff schedules patients and follow-up on no-shows. • AHF clinic staff provides all medical services in a culturally and linguistically competent manner. Implementation Activity #1-2: Enroll new clients at a rate of 12 per month for a total of 120 new clients by the end of the contract period. Implementation Activity #1-3: Average patient visits to a minimum of 30 clients per month.				1, 4	03/01/23-02/28/24	<p>Documentation of timely appointments and medical care will be documented in ARIES</p> <p>QI activities and ARIES reports will document maintenance or improvement of clients CD4 counts & viral loads, prophylactic treatment, etc. according to NIH, AAHIVM, EDPHS, and HRSA standards.</p> <p>ARIES, Weekly QI indicators and Patient Retention reports will document maintenance of clients seen every 3 months.</p> <p>Formal linkage agreements on file and renewed as required. Referrals from linking agencies will indicate new client intake (and whether they are Newly Diagnosed or Aware/Not in Care).</p> <p>Documentation of new clients in ARIES</p> <p>Documentation of client visits in ARIES</p>
Element #2: Activities: Specialty medical referrals Implementation Activity #2-1: Dietary consults – AHF will continue to subcontract with Nutrition Ink for HIV specialty dietary consults. <ul style="list-style-type: none"> • HIV knowledgeable dieticians will provide individualized nutrition 				1, 4	03/01/23-02/28/24	<p>Patient records (ARIES) reflect PCP's specialty referrals; invoices will reflect subcontractor time in clinic; referral and dietary notes will be documented in medical record.</p>

SCOPE OF WORK for Program Year 2023-24

education and counseling sessions to clients referred by the Provider Implementation Activity #2-2: Physician provides specialty referrals for mammograms, oncology, diagnostic imaging; etc.			Patient records (ARIES) reflect PCP's specialty referrals.
Element #3: Activities: Provider Education Implementation Activity 3-1: PCP provides education and information regarding treatment adherence, opportunistic infections, medication side effects, etc.	1, 4	03/01/23- 02/28/24	Patient records and PCP notes will reflect topics discussed during patient visits.

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare Foundation

SERVICE

RW Part A- CQM

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
Classification: (S. Najuna, 25.047% FTE) Senior Project Manager - Quality Contracts \$91,435.86 annual salary / 12 X 25.047% FTE X 12 months Position Description: This position is responsible for the design and implementation of programs and projects, tracking and trending the quality indicators, establishing and utilizing benchmarks and thresholds as quality indicators, developing corrective action plans in collaboration with management as needed, development of the annual QI Plan and implementation of internal quality improvement projects. In addition, this position assures the ongoing, quarterly, semiannual and annual QI reporting and evaluations as prescribed in the overall QI plan.		22,902	
Fringe Benefits 24.99% of Total Personnel Costs		5,723	
TOTAL PERSONNEL	\$0	\$28,625	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
TOTAL OTHER	\$	\$0	\$
SUBTOTAL (Total Personnel and Total Other)	\$	\$28,625	\$
Administration 0% (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)			
TOTAL BUDGET (Subtotal & Administration)	\$	\$28,625	\$

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: __
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: __
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds and Outpatient/Ambulatory budget.

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare FoundationSERVICE Food Services

					A	B	C
Budget Category					Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel							
Classification: (Name, FTE) Position Description							
Classification: (Name, FTE) Position Description							
Classification: (Name, FTE) Position Description							
Classification: (Name, FTE) Position Description							
Fringe Benefits XX.XX% of Total Personnel Costs							
TOTAL PERSONNEL					\$0	\$0	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)							
Food Services: To provide Food Voucher assistance to eligible clients. (\$80 / client / month)					0.00	56,640	0
	Avg # of clients/month	Cost per client	Total/ Month	Total/ Year			
Food Voucher	59	\$80	\$4,720	\$56,640			
TOTAL OTHER					\$0	\$56,640	\$0
SUBTOTAL (Total Personnel and Total Other)					\$0	\$56,640	\$0
Administration (0.957%) (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)					0.00	542	0
TOTAL BUDGET (Subtotal & Administration)					\$0	\$57,182	\$0

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: 673
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$84.97
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A:

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare Foundation SERVICE Medical Case Management

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
<p>Classification: (M. Velasquez, E. Washington, 25.00% FTE) Program Manager (\$76,000 annual salary X 15.00% FTE Upland HCC) (\$76,000 annual salary X 10.00% FTE Riverside HCC)</p> <p>Position Description: To oversee the Medical Case Management staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. In addition, Erica will also be providing nurse care management services to all eligible clients who require care management services. She is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. She is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. She will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.</p>		19,000	
<p>Classification: (A. Bejinez, 90% FTE) Medical Case Manager (\$70,000 annual salary X 55% FTE Upland HCC) (\$70,000 annual salary X 35% FTE Riverside HCC)</p> <p>Position Description: To provide nurse care management services to all eligible clients who require care management services. MCM is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. MCM is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. The MCM will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse,</p>		63,000	

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

attend case conferences, required meetings, and community events as assigned.			
Classification: (A. Cerda, 90.% FTE) Case Worker (\$56,096 annual salary X 55% FTE Upland HCC) (\$56,096 annual salary X 35% FTE Riverside HCC) Position Description: The Case Worker (CW) will assist the MCM and PCM in care coordination, including following up on referrals and linkages to services. The position will be responsible for data entry on care plan results and tracking outcomes. The CW will also coordinate with AHF Linkage Specialists and clinic staff to enroll newly diagnosed patients in medical care quickly and efficiently.		50,487	
Fringe Benefits 24.99% of Total Personnel Costs		33,108	
TOTAL PERSONNEL	\$0	\$165,595	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
Program Supplies - Includes supplies and material required for the day-to-day operation of the program (e.g., paper goods, pens and pencils, forms, fasteners, tape, computer software, etc.)		In-Kind	
Rent – Covers partial rent expense for the leased clinic space utilized for RW services for both locations.		In-Kind	
TOTAL OTHER	\$0	\$0	\$0
SUBTOTAL (Total Personnel and Total Other)	\$0	\$165,595	\$0
Administration (7.856%) (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)		13,009	
TOTAL BUDGET (Subtotal & Administration)	\$0	\$178,604	\$0

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- **Total Number of Ryan White Units to be Provided for this Service Category:** 1,008
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** \$177.19
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds and Non-MCM Budget

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare FoundationSERVICE Medical Transportation Services

	A	B	C																				
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹																				
Personnel																							
Classification: (Name, FTE) Position Description																							
Classification: (Name, FTE) Position Description																							
Classification: (Name, FTE) Position Description																							
Fringe Benefits XX.XX% of Total Personnel Costs																							
TOTAL PERSONNEL	\$0	\$0	\$0																				
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)																							
Medical Transportation Services: To enhance client's access to health care or support services using multiple forms of transportation throughout the TGA.	0.00	56,280																					
<table><tr><td></td><td>Number of projected clients to serve / year</td><td>Number of Visits / year</td><td>Avg per round trip</td><td>Total</td></tr><tr><td>Gas Cards</td><td>250</td><td>3</td><td>\$70</td><td>\$52,500</td></tr><tr><td>Bus Passes</td><td>13</td><td>3</td><td>\$70</td><td>\$2,730</td></tr><tr><td>Lyft</td><td>5</td><td>3</td><td>\$70</td><td>\$1,050</td></tr></table>		Number of projected clients to serve / year	Number of Visits / year	Avg per round trip	Total	Gas Cards	250	3	\$70	\$52,500	Bus Passes	13	3	\$70	\$2,730	Lyft	5	3	\$70	\$1,050			
	Number of projected clients to serve / year	Number of Visits / year	Avg per round trip	Total																			
Gas Cards	250	3	\$70	\$52,500																			
Bus Passes	13	3	\$70	\$2,730																			
Lyft	5	3	\$70	\$1,050																			
TOTAL OTHER	\$0	\$56,280																					
SUBTOTAL (Total Personnel and Total Other)	\$0	\$56,280																					
Administration (0.329 %) (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)	0.00	185																					
TOTAL BUDGET (Subtotal & Administration)	\$0	\$56,465																					

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: 786
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$71.84
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A:

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare Foundation SERVICE Mental Health Services

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
<p>Classification: (TBD, 60% FTE) LCSW (\$100,000 annual salary / 12 X 40.00%% FTE X 12 months for Upland HCC) + (\$100,000 annual salary / 12 X 20.00% FTE X 12 months for Riverside HCC)</p> <p>Position Description: The Licensed Clinical Social Worker (LCSW) registered by the California Board of Behavioral Sciences with provide psychotherapy services (and/or telehealth psychotherapy) to clients using an array of treatment modalities including Cognitive Behavioral Therapy, Interpersonal Therapy, Motivational Interviewing, etc. The LCSW will contract with patient for a minimal of 6 treatment sessions. The LCSW will conduct in initial psycho-social assessment and develop a comprehensive, measurable treatment plan with the patient. The LCSW will monitor progress in symptomology reduction at every session and review treatment plan objectives throughout course of treatment. The LCSW will collaborate with internal (i.e., medical providers, nurses, case managers) and external (i.e., community-based organizations and/or public benefit services) resources to help the patient achieve a higher level of functioning and decrease barriers to HIV treatment.</p>		60,000	
<p>Classification: (B. Quintana, 13.5% FTE) Medical Assistants (\$49,920 annual salary / 12 X 8.0% FTE X 12 months for Upland HCC) + (\$49,920 annual salary / 12 X 5.5% FTE X 12 months for Riverside HCC)</p> <p>Position Description: The MA will assist the psychiatrist and psychotherapist with any telehealth related issues, including scheduling and coordination of visit as well as with any lab work ordered by the psychiatrist. The MA will serve as a liaison between patient and provider. She will ensure that patients are comfortable with their mental health service. The MA will be responsible for the psychiatry clinic patient schedule, including doing the one week and two day before their appointment reminder call. In addition, the MA will be responsible to ensure that the psychiatry schedule is booked with the appropriate psychiatry referrals. The MA will ensure that patients leave with</p>		6,740	

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

their return appointment at the end of their current appointment. The MA will also activate the patient interpreter services unit, if necessary, during a patient encounter.			
<p>Classification: (N. Valdez, 5.0% FTE) National Prog Dir of MH Services (\$137,585 annual salary / 12 X 3.0% FTE X 12 months for Upland HCC) + (\$137,585 annual salary / 12 X 2.0% FTE X 12 months for Riverside HCC)</p> <p>Position Description: The National Program Director of Mental Health, currently, is Nathalie Valdez, a Licensed Clinical Social Worker in the state of CA with 20 years of experience working with people living with HIV/AIDS in a medical care setting. Nathalie is a graduate of Columbia University School of Social Work. Nathalie 's goal is to integrate Mental Health to the medical services of the clinic to enhance the patient's care and optimize their treatment plan outcomes. Nathalie and her team collaborate on patient care with nursing, case management, pharmacy and medical providers, including psychiatry.</p>		6,879	
<p>Fringe Benefits 24.99% of Total Personnel Costs</p>		18,397	
TOTAL PERSONNEL	\$0	\$92,016	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
TOTAL OTHER	\$	\$0.00	\$
SUBTOTAL (Total Personnel and Total Other)	\$	\$92,016	\$
Administration 9.2% (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)		8,484	
TOTAL BUDGET (Subtotal & Administration)	\$	\$100,500	\$

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- **Total Number of Ryan White Units to be Provided for this Service Category:** 529
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** \$189,98
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds and Outpatient/Ambulatory budget.

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare Foundation SERVICE Non-Medical Case Management

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
<p>Classification: (M. Velasquez, E. Washington, 3% FTE) Program Manager (\$76,000 annual salary X 2% FTE Upland HCC) (\$76,000 annual salary X 1% FTE Riverside HCC)</p> <p>Position Description: To oversee the Medical Case Management staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. in addition, Erica will also be providing nurse care management services to all eligible clients who require care management services. She is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. She is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. She will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.</p>		2,280	
<p>Classification: (A. Bejinez, 5% FTE) Medical Case Manager (\$70,000 annual salary X 3% FTE Upland HCC) (\$70,000 annual salary X 2% FTE Riverside HCC)</p> <p>Position Description: To provide nurse care management services to all eligible clients who require care management services. MCM is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. MCM also provides Transportation Services, Food Services and Emergency Financial Assistant Services for eligible clients. MCM is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. The MCM will provide ongoing education and</p>		3,500	

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.			
<p>Classification: (S. Espinoza, 61% FTE) NM Case Manager (\$68,356.4 annual salary X 35.5% FTE Upland HCC) (\$68,356.4 annual salary X 25.5% FTE Riverside HCC)</p> <p>Position Description: The Non-Medical Case Manager is responsible for projecting and integrating the Mission and Core Values of AHF in the provision of Case Management to clients served by the San Bernardino Ryan White which includes both the Upland HCC and Riverside HCC. The NMCM will be responsible for reaching the clients through all available means of communication, including but not limited to phone calls, text messages, emails, physical mail, and community outreach to parks, food pantries, and shelters. The person in this role must have experience directly supporting LGBTQ+ individuals, people of color, active drug users, people with severe cognitive deficits, and/or street-involved (homeless) individuals. Under the direction of the Medical Case Management Supervisor or designee, the Non-Medical Case Manager worker shall adhere to a proactive case management model intended to serve persons living with HIV with multiple complex psychosocial and/or health-related needs that focuses on maintaining HIV infected persons in systems of primary medical care to improve HIV-related health outcomes.</p>		41,697	
<p>Fringe Benefits 24.99% of Total Personnel Costs</p>		11,865	
TOTAL PERSONNEL	\$0	\$59,342	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
TOTAL OTHER	\$0		\$0
SUBTOTAL (Total Personnel and Total Other)	\$0	\$59,342	\$0
<p>Administration (5.779%) (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)</p>		3,429	

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

TOTAL BUDGET (Subtotal & Administration)	\$0	\$62,771	\$0
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¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: 960
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$65.39
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds and MCM Budget

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

AGENCY NAME: AIDS Healthcare FoundationSERVICE Outpatient / Ambulatory Health Services

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
<p>Classification: (Dr. A.Wollelaw Woretaw 27% FTE) Medical Director (\$212,100 annual salary X 17.5% FTE Upland HCC) (\$212,100 annual salary X 9.5% FTE Riverside HCC)</p> <p>Position Description: The HCC Medical Director's responsibilities include seeing patients, reviewing laboratory results, prescribing client appropriate medication, and reviewing patient charts. In addition, the Medical Director coordinates the front office, nurses, case manager, and the HCC leadership team to optimize client care. Lastly, the Medical Director participates in AHF-wide Medical Staff meetings and in weekly, CME-accredited HIV rounds.</p>		57,267	
<p>Classification: (TBD, 28% FTE) Nurse Manager (\$109,400 annual salary X 18% FTE Upland HCC) (\$109,400 annual salary X 10% FTE Riverside HCC)</p> <p>Position Description: The Nurse Manager provides and directs patient care. The Nurse Manager's responsibilities include: supervising nurse staff, assessing patients, providing patient education especially around adherence counseling, and overseeing/controlling medical supplies.</p>		30,632	
<p>Classification: (B. Quintana, 28% FTE) Medical Assistant (\$49,920 annual salary X 18% FTE Upland HCC) (\$49,920 annual salary X 10% FTE Riverside HCC)</p> <p>Position Description: The Medical Assistant position assists medical and nursing staff. The Medical Assistant's responsibilities include: documenting patient information during visits, collecting patient samples, performing phlebotomy when needed, and reviewing follow-up needs with patients.</p>		13,978	
<p>Classification: (V. Evans Upland, S. Walker Riverside, 28% FTE) Benefits Counselor (\$58,045 annual salary X 18% FTE Upland HCC) (\$58,045 annual salary X 10% FTE Riverside HCC)</p>		16,252	

PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

Position Description: This position is responsible for client intake interviews, financial and benefits screening and eligibility verification, document preparation and updates, and maintenance of financial/eligibility data in medical record.			
Classification: (D. Garcia, 28% FTE) Referral Coordinator (\$49,920 annual salary X 18% FTE Upland HCC) (\$49,920 annual salary X 10% FTE Riverside HCC) Position Description: To coordinate medical specialty referral process, ensures accuracy and completeness of referral forms; maintains medical specialty referral log and monitors referral status; maintains referral log information in EMR; assists patients with referral appointment scheduling, confirming appointments and placing reminder calls to patients; serves as liaison to specialty providers, transmitting patient information, lab results, test data and physician notes; obtains test results, data and notes from specialty provider.		13,978	
Fringe Benefits 24.99% of Total Personnel Costs		33,013	
TOTAL PERSONNEL	\$0	\$165,120	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
Labs - AHF is requesting funds to provide laboratory services to clients. Services will be continued to be provided by Lab Corp.		4,249	
TOTAL OTHER	\$0	\$4,249	\$0
SUBTOTAL (Total Personnel and Total Other)	\$0	\$169,369	\$0
Administration (0%) (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)			
TOTAL BUDGET (Subtotal & Administration)	\$0	\$169,369	\$0

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: 1,080
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$156.82
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds