

**ESSENTIAL ACCESS HEALTH
CA STATE BACKFILL SUBRECIPIENT
AGREEMENT NUMBER: 454-5320-70301-26-27
EFFECTIVE DATES: APRIL 1, 2026 – MARCH 31, 2027**

This Subrecipient Agreement (“Agreement”) is entered into by and between: Essential Access Health (“Essential Access”) and **San Bernardino County Department of Public Health**.

Essential Access awards these CA State Backfill funds to Subrecipient in order to support the delivery of family planning and related preventive health services in California.

1. APPLICABLE REGULATIONS

Subrecipient shall comply with all applicable federal and state requirements, including:

- 2 CFR Part 200 (Uniform Guidance)
- United States Generally Accepted Accounting Principles ("U.S. GAAP")

2. SCOPE OF SERVICES

Subrecipient shall:

1. Provide comprehensive family planning and related preventive health services to all eligible clients.
2. Implement the Scope of Work in Attachment A.
3. Maintain required administrative, financial, and programmatic policies and procedures.
4. Notify Essential Access within 10 business days of changes in key staff or clinic locations.

3. FUNDING AND FINANCIAL REQUIREMENTS

3.1 Award Amount

Essential Access shall reimburse Subrecipient for allowable costs up to **\$120,000**, contingent upon funding availability.

3.2 Budget

- Subrecipient shall submit a budget and cost allocation methodology through the Essential Access portal.
- Budget modifications must comply with applicable regulations outlined in Section 1 and be submitted by March 31, 2027.

3.3 Indirect Costs

- Subrecipient may use a Federally approved indirect cost rate.
- If no rate exists, Subrecipient may use the 15% de minimis rate.

3.4 Allowable Costs

Costs must comply with federal cost principles. Disallowed costs must be repaid within 30 days.

3.5 Payments

- Quarterly Statement of Revenue and Expenses (SRER) are due by the 25th of the month following each quarter.
- Essential Access shall reimburse funds within 30 days of approving the quarterly SRER.
- Essential Access may reallocate unspent funds in the final quarter.

4. REPORTING AND RECORDKEEPING

4.1 Required Reports

Subrecipient shall submit all financial, programmatic, and performance reports as required in Attachment B.

4.2 Federal Financial Report

Subrecipient shall assist Essential Access in preparing portions of the Federal Financial Report (FFR).

4.3 Late or Missing Reports

Essential Access may suspend payments until required reports are submitted and approved.

4.4 Record Retention

Records shall be retained for three (3) years after Essential Access submits its annual financial report, or longer if required due to audits or litigation.

4.5 Access to Records

Essential Access, and authorized state officials shall have reasonable access to records, staff, and facilities.

5. MONITORING AND OVERSIGHT

Essential Access and authorized state officials may conduct audits, site visits, data reviews, and program assessments. If deficiencies are identified, Subrecipient shall implement corrective actions within a reasonable period not to exceed six (6) months.

6. AUDIT REQUIREMENTS

Subrecipient shall:

1. Undergo an annual external audit meeting GAGAS standards.
2. Submit audit reports to Essential Access within 30 days of receipt
3. Implement required corrective actions.

7. BILLING REQUIREMENTS

Subrecipient shall:

- Maintain all required National Provider Identification (NPI) numbers.
- Bill Medi-Cal and Family PACT for eligible services.
- Not use awarded funds for medications billed to third parties.

8. CENTRALIZED DATA SYSTEM (CDS)

Subrecipient shall:

1. Complete CDS Action Plan requirements as applicable.
2. Submit bi-monthly CVR export files by the 25th.
3. Notify Essential Access of discrepancies or data code changes within 30 days.
4. Report clinic site or key personnel changes in accordance with Article 2.
5. Update Semiannual Progress Report tables for data not captured in CDS.

9. PROPERTY AND COPYRIGHT

9.1 Equipment

Equipment purchased with awarded funds shall comply with federal property rules. Subrecipient shall maintain inventory and may be required to transfer equipment to Essential Access.

9.2 Copyright

Materials developed under this Agreement grant Essential Access and state a royalty-free, non-exclusive license. Publications must include required state acknowledgments and disclaimers.

10. SUSPENSION AND TERMINATION

10.1 Suspension

Essential Access may suspend payments for up to 30 days for non-compliance with reporting requirements.

10.2 Termination Without Cause

Either party may terminate this Agreement with 30 days' written notice.

10.3 Termination for Cause

Essential Access may terminate immediately for:

- Misuse of funds
- Loss of insurance or required licenses
- Material non-compliance
- Submission of materially incorrect reports
- Debarment
- Threats to client health or safety

- Loss or reduction of state funding

11. RELATIONSHIP; INDEMNIFICATION

11.1 Relationship of Parties:

During the term of this Agreement, Essential Access and Subrecipient shall remain separate and independent entities. None of the provisions of this Agreement are intended to create, nor shall be deemed or construed to create any relationship between or among the Parties other than that of independent entities. Except as otherwise provided, neither of the Parties shall be construed to be the agent, partner, co-venturer, employee or representative of the other Party.

Subrecipient is an independent contractor and, therefore, is not covered by, or entitled to, any insurance (including Worker's Compensation coverage for Subrecipient's employees) or other benefits maintained by Essential Access for its officers, agents, or employees.

11.2 Indemnification:

Subrecipient hereby agrees to indemnify, defend and hold harmless Essential Access, its affiliates, officers, directors, employees and agents against any and all liability, loss, damages or expenses that Essential Access, its affiliates, officers, directors, employees or agents may hereinafter sustain, incur or be required to pay (including court costs and reasonable attorney fees) arising from the acts or omissions of Subrecipient, its officers, employees, agents or representatives in connection with the performance of or failure to perform its obligations under this Agreement, except to the extent caused by or resulting from the negligence or willful misconduct of Essential Access.

Essential Access hereby agrees to indemnify, defend and hold harmless Subrecipient, its affiliates, officers, directors, employees and agents against any and all liability, loss, damage or expense that Subrecipient, its affiliates, officers, directors, employees or agents may hereinafter sustain, incur or be required to pay (including court costs and reasonable attorneys' fees) arising from the acts or omissions of Essential Access, its officers, employees, agents or representatives in connection with the performance or failure to perform its obligations under this Agreement, except to the extent caused by or resulting from the negligence or willful misconduct of Subrecipient.

The obligations of this Section shall survive termination of this Agreement.

12. DISPUTE RESOLUTION

The Parties shall first attempt to resolve any claims, controversies or disputes arising out of or relating to this Agreement by informal discussions between the Parties, subject to good cause exceptions, including, but not limited to, disputes determined by either

Party to require immediate relief (i.e., circumstances which may result in fraud, theft or a misappropriation of awarded funds). Any claim, controversy or dispute that has not been resolved by informal discussions between the Parties within a reasonable period of time after the commencement of such discussion (not to exceed thirty (30) calendar days), shall then be resolved by final and binding arbitration under the commercial arbitration rules of the American Arbitration Association then in effect. Essential Access and Subrecipient will pay their own attorneys' fees and expert fees and other costs related to prosecuting or defending any dispute but shall share equally the costs and fees associated with the arbitration hearing and the arbitrator or arbitration panel. Judgment on any arbitration award or decision may be entered in any court having jurisdiction.

13. INSURANCE

13.1 Subrecipient Insurance Requirements

Subrecipient agrees to secure and maintain, or cause to be secured and maintained, during the Term of this Agreement and as appropriate, the insurance coverage set forth as follows:

- a. General Liability:** coverage of at least \$1,000,000 per occurrence and \$3,000,000 annual aggregate against general liability endorsed for premises-operations, products/completed operations, contractual, property damage, and personal injury liability;
- b. Workers' Compensation:** in accordance with applicable law statutorily required amounts;
- c. Professional Liability:** coverage of at least \$1,000,000 per occurrence against professional liabilities for Subrecipient and its employed health care practitioners which may occur as a result of services provided by Subrecipient's health care practitioners; and
- d. Fidelity:** coverage adequate to protect against loss due to employee dishonesty.

13.2 Additional Insurance Provisions.

Essential Access will be named as a co-insured or additional insured on all of Subrecipient's insurance policies showing the above coverage amounts and effective dates. If Subrecipient's professional liability insurance is written in a "claims made", as opposed to an "occurrence" form, Subrecipient agrees to purchase or otherwise make arrangements for a "tail" or extended disclosure period policy for all activities so insured during the course of this Agreement. Within ten (10) days after execution of this Agreement, Subrecipient will provide Essential Access with certificates of insurance for the above required coverages. Subrecipient shall promptly provide Essential Access with written notice of any ineligibility determination, suspension, revocation or other action or change relevant to the insurance requirements set forth above. Subrecipient may provide

all or a portion of the required coverage through programs of self-insurance as allowed by California law.

14. CONFIDENTIALITY

In accordance with prevailing federal and state of California confidentiality statutes, regulations, customs and usage, canons, or code of professional ethics, the Parties (and their employees, agents, and contractors) shall not disclose, except to each other, any proprietary information, professional secrets or other information, records, data and data elements (including, but not limited to, protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA")) collected and maintained in the course of carrying out responsibilities under this Agreement, unless either Party receives prior written authorization to do so from the other Party or as authorized or required by law; provided that, nothing contained herein shall be construed to prohibit Essential Access or the State of California from obtaining, reviewing, and auditing any information, record, data, and data elements to which it is lawfully entitled. All confidential obligations contained herein (including those pertaining to information transmitted orally) shall survive termination of this Agreement.

15. CONFLICT OF INTEREST

15.1 Written Conflict of Interest Policy.

Subrecipient shall maintain a written conflict of interest policy that includes provisions to ensure that no employee, director, officer, or agent shall participate in the administration of this Award if an actual, apparent or potential conflict of interest would be involved. Such a conflict would arise when the employee, consultant, officer or member of Subrecipient's Board of Directors uses his/her position for purposes that are, or give the appearance of being, motivated by the possibility of private gain for himself, herself, or others, such as those with whom they have family, business, or personal ties.

15.2 Subrecipient Employees.

Subrecipient shall ensure that no employee shall be paid as a staff member and a consultant.

16. GOVERNING LAWS

16.1 Compliance with State and Local Laws.

Subrecipient shall comply with all applicable laws, ordinances, and codes of the state of California and local governments in the performance of the Agreement, including all licensing standards and all applicable professional standards.

16.2 Assurance of Compliance

Subrecipient shall comply with the Assurance of Compliance as set forth in Attachment C, attached by reference to this Agreement.

16.3 Acknowledgments

Subrecipient hereby acknowledges:

a. That any violation of certifications 16.1 and/or 16.2 of this Section will result in immediate termination of this Agreement by Essential Access; and

b. That this Agreement is nonexclusive in nature, and Essential Access retains the authority to contract with other parties for the delivery of Family Planning Services in Subrecipient's geographic area.

17. TERM

This Agreement is effective April 1, 2026 – March 31, 2027, unless terminated earlier.

18. MISCELLANEOUS

18.1 Severability

The provisions of this Agreement are not severable. In the event that any one or more provisions of this Agreement are deemed null, void, illegal or unenforceable, the Parties shall renegotiate or terminate the remaining provisions of this Agreement unless the Parties mutually agree in writing that the invalidity, illegality or unenforceability of said provision does not materially change the obligations of the Parties under this Agreement. In the event that the Parties reach such an agreement, this Agreement shall be construed in all respects as if such invalid or unenforceable provisions have been omitted.

18.2 Third Party Beneficiaries

This Agreement was created by the Parties solely for their benefit and is not intended to confer upon any person or entity other than the Parties any rights or remedies hereunder.

18.3 Assignment

The rights, obligations and responsibilities established herein shall not be assigned, subcontracted, or transferred by either Party without the express prior written consent of the other Party.

18.4 Entire Agreement

This Agreement represents the complete understanding of the Parties with regard to the subject matter. This Agreement supersedes any other agreements or understandings between the Parties, whether oral or written, relating to the subject matter of this Agreement. No such other agreements or understandings may be enforced by either Party or employed for interpretation purposes in any dispute involving this Agreement.

18.5 Amendments

Any amendment to this Agreement shall be in writing and signed by both Parties. Except for the specific provision of this Agreement which thereby may be amended, this Agreement shall remain in full force and effect after such amendment.

18.6 Headings and Construction

All headings contained in this Agreement are for reference purposes only and are not intended to affect in any way the meaning or interpretation of this Agreement.

18.7 Waiver

Performance of any obligation required of a party hereunder may be waived only by a written waiver signed by the other party, which waiver shall be effective only with respect to the specific obligations described therein. The waiver of a breach of any provision shall not operate or be construed as a waiver of any subsequent breach.

18.8 Counterparts and Facsimile Signatures

This Agreement may be executed in any number of original counterparts, none of which need contain the signatures of all Parties. Additionally, this Agreement may be consummated by electronic means, and an electronic signature shall be considered an original wet ink signature for all purposes.

19. NOTICES

All notices required to be given under this Agreement shall be in writing, and delivered in person or sent by facsimile, overnight courier or certified mail, return receipt requested, postage prepaid, or electronic mail to the following addresses:

Essential Access:

Essential Access Health
Attn: Benedicta Adewunmi
Contracts and Compliance Manager
725 S. Figueroa St., Suite 3350
Los Angeles, CA 90017
badewunmi@essentialaccess.org

Subrecipient:

Joshua Dugas
Joshua.Dugas@dph.sbcounty.gov
Public Health Director
San Bernardino County Department of Public Health
451 East Vanderbilt Way 2nd Floor
San Bernardino, CA 92408-0108

20. SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates below.

ESSENTIAL ACCESS HEALTH

By: _____

Name: Roger B. Sweis

Title: CFO

Date: 05-20-2026

SUBRECIPIENT

By: _____

Name: Dawn Rowe

Title: Chair, Board of Supervisors

Date: _____

Statement of Work (SOW)

Administrative Goal

| | |
|-----------------------------|---|
| Administrative Goal: | Strengthen the overall quality of the California Comprehensive Sexual and Reproductive Health (SRH) program and its ability to meet the needs of the community. |
| Objective 1: | Implement or maintain a review process of all agency functions, in order to ensure high quality comprehensive SRH services by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.J. |
| Number | Activity |
| 1. A | Ensure that administrative policies and procedures are in place to facilitate effective and efficient management and governance. |
| 1. B | Review family planning program policies and procedures on an annual basis. Policies and procedures must include training for clinical, program, and other designated staff on mandatory reporting of child abuse and human trafficking as per State Program Requirements. |
| 1. C | Obtain annual client feedback through client satisfaction surveys inclusive of all sites. |
| 1. D | Maintain and update a community needs assessment inclusive of the CA Comprehensive SRH program on a periodic basis (at least once every 5 years) to define subrecipient's role in the community. |
| 1. E | The CA Comprehensive SRH program is implemented with input from individuals representative of served community and knowledgeable of community needs. |
| 1. F | Maintain and update current clinical and client education protocols which include but are not limited to: reproductive health care and appropriate primary care, disability, domestic violence, emergency care, pregnancy counseling and testing, birth control methods, STI/HIV and flu vaccinations. |
| 1. G | Document procedures for the identification and referral of patients with the following problems: high blood pressure, HIV positive, domestic violence, and substance using/abusing. |
| 1. H | Maintain a Continuous Quality Improvement (CQI) System that will, through medical records review at each site and inclusive of all providers, determine if all essential elements of comprehensive family planning services and appropriate education and counseling services are being provided at all program sites. Program Performance Measure. |
| 1. I | Provide comprehensive SRH data through the Centralized Data System (CDS) for the purpose of contract reporting and performance measurement. Implement and monitor collected data and performance measures, and utilize tools on the data dashboard to improve quality as needed. |
| 1. J | Ensure that the CA Comprehensive SRH program operates on a voluntary basis and services are provided in a non-coercive manner. |

| Statement of Work (SOW) | | |
|--------------------------------|---|--------------|
| Clinical Goal | | |
| Clinical Goal: | Provide comprehensive family planning health services to Family Planning clients of reproductive age to plan and space their pregnancies. | |
| Objective 1: | Provide SRH education and medical services to individuals by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.I. | |
| Number | Activity | # of Clients |
| 1. A | Document and report the poverty status of comprehensive SRH clients. | 310 |
| 1. B | Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for female clients. Program Performance Measure. | 200 |
| 1. C | Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for male clients. Program Performance Measure. | 110 |
| 1. D | Provide a Chlamydia test to at least 80% of women 24 years or younger and in women 25 years or older who are at increased risk for infection within a 12-month period. Program Performance Measure. | 0 |
| 1. E | All female clients with an abnormal finding on their clinical breast exam should be followed for further evaluation. | 0 |
| 1.F | The agency must attempt to notify all clients with positive STI/HIV tests within 72 hours of receiving lab results. Upon notification, counsel client regarding follow up and treatment. | 0 |
| 1.G | All clients with an abnormal finding on their Pap smear should be followed for further evaluation. Program Performance Measure. | 0 |
| 1.H | Incorporate routine opt-out HIV screening for all clients and testing for high risk clients in accordance with CDC Sexually Transmitted Infections Treatment Guidelines, 2021. Program Performance Measure. | 0 |
| 1. I | Provide a full range of contraceptive methods (including natural family planning methods) and services (including infertility services and services for adolescents). | 0 |
| Objective 2: | Provide comprehensive SRH education and medical services to high-risk, hard-to-reach populations by Mar 31, 2027, as evidenced by completion of activities 2A and 2B (optional). | |
| Number | Activity | # of Clients |
| 2. A | Provide comprehensive SRH education and medical services to the following number of individuals in high-risk, hard-to-reach populations. | 0 |
| | Males | 110 |
| | Individuals with Limited English Proficiency (LEP) | 5 |
| | Adolescents (17 & under) | 5 |
| 2. B | OPTIONAL: Please include estimates of number of clients served in each target population. | 0 |
| | Homeless Individuals | 10 |

| Statement of Work (SOW) | | |
|----------------------------------|---|---|
| | Substance-Using/Abusing Individuals | 5 |
| | Individuals with Disabilities | 5 |
| | Victims and survivors of intimate partner violence | 5 |
| Reproductive Life Plan | | |
| Reproductive Life Plan: | To assist family planning clients to take steps toward becoming fully healthy individuals by initiating reproductive life planning discussions and providing preconception / inter-conception care, when indicated, through Mar 31, 2027. | |
| Objective 1: | Provide preconception/inter-conception care and reproductive life planning services to SRH patients through Mar 31, 2027 as evidenced by completion of activity 1.A. | |
| Number | Activity | |
| 1. A | Obtain reproductive life plans on patients presenting for comprehensive SRH services and provide pre-conception counseling to women planning pregnancy, open to pregnancy or using a full range of contraceptive methods and services; in particular for women with chronic medical conditions that may affect pregnancy outcomes such as obesity, diabetes, hypertension and seizure disorders, and encourage use of folic acid. | |
| Adolescent Services Goal | | |
| Adolescent Services Goal: | Provide comprehensive clinical and counseling services to adolescents. | |
| Objective 1: | Provide adolescent-specific counseling to all adolescent clients seeking comprehensive SRH services by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.D. | |
| Number | Activity | |
| 1. A | Provide adolescent-friendly services in a manner that is client-centered. | |
| 1. B | Provide counseling to minors on how to resist sexual coercion. | |
| 1. C | Report child and sexual abuse as required by state law. | |
| 1. D | Provide counseling/education regarding family involvement to all adolescents less than or equal to 17 years of age seeking reproductive health services. The program may not require consent of parents or guardians for the provision of services to minors, nor can any program staff notify a parent or guardian before or after a minor has requested and/or received comprehensive SRH services. | |

| Statement of Work (SOW) | |
|-----------------------------------|---|
| Community Education Goal | |
| Community Education Goal: | Increase the community's knowledge and access to family planning services offered by the Subrecipient. |
| Objective 1: | Conduct marketing, community outreach and education to potential clients by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.D. |
| Number | Activity |
| 1. A | Maintain and implement a Community Education and Outreach Plan that increases community knowledge of reproductive health and comprehensive SRH services to the community. The plan should provide for opportunities for community education, participation, and engagement to: achieve community understanding of the objectives of the program; inform the community of the availability of services; and promote continued participation in the project by diverse persons to whom comprehensive SRH services may be beneficial to ensure access to affordable, client-centered, comprehensive SRH services. Community Education and Outreach Plan should include any partnerships with community and/or faith-based organizations to meet the unique needs of the local community and any mass marking activities. |
| 1. B | Provide, to the maximum feasible extent, an opportunity for participation in the development, implementation, and evaluation of the project by community members and by others in the community knowledgeable about the community's needs for comprehensive SRH services. |
| 1. C | Have an advisory committee that reviews and approves print and electronic informational/educational materials developed or made available under the project, prior to their distribution, to assure that the materials are suitable for the population or community to which they are to be made available. The project shall not disseminate any materials which are not approved by the advisory committee. |
| 1. D | The advisory committee shall consist of no fewer than five members and up to as many members as the subrecipient determines. The committee shall include individuals broadly representative of the population or community for which the materials are intended. |
| Financial Management Goal | |
| Financial Management Goal: | Improve and maintain the Subrecipient's financial systems to ensure contract compliance. |
| Objective 1: | Subrecipient will maintain a comprehensive SRH program that is in financial compliance with the contract requirements, as evidenced by completion of activities 1.A through 1.E. |
| Number | Activity |
| 1. A | Develop a line item budget for the period ending Mar 31, 2027 and submit modifications as necessary during designated periods. |
| 1. B | Develop and maintain financial management systems that are in compliance with the Code of Federal Regulations (CFR) and include the following: budgetary control procedures, accounting systems and reports, purchasing, inventory control, property management, charges, billing and collection procedures. |
| 1. C | Develop and properly implement a sliding fee scale on an annual basis to reflect the current federal poverty guidelines. |

Statement of Work (SOW)

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|-------------|--|--|
| 1. D | Complete all financial reporting requirements as detailed by the contract. | |
| 1. E | Develop a general ledger report (GLR). | |

| Partner Agency Name | # of individuals reached through partnering activities |
|----------------------------|---|
| Family Assistance Program | 50 |
| Probation Department | 50 |
| | 0 |

List all approved Title X-funded family planning program service sites.

Site Number: 776

Site Name & Address: Needles Health Center 1406 BAILEY Avenue, Suite D P.O. Box 1066, Needles CA 92363 San Bernardino

| Zip Codes of Area Served | Type of Area Served | Services Offered | New Services | Family Planning Clinic Days | Hours Office Hours | Proj. Users | NPI Number |
|--|--|---|--|--|--------------------|-------------|------------|
| 92363, 92242, 92309, 92323, 92332, 92364, 92366, 92367 | <input checked="" type="checkbox"/> Rural <input type="checkbox"/> Urban <input type="checkbox"/> Suburban | <input checked="" type="checkbox"/> Medical <input checked="" type="checkbox"/> Community Education <input checked="" type="checkbox"/> Health Education (in House) | <input type="checkbox"/> Mobile site <input checked="" type="checkbox"/> Walk-in appointments <input type="checkbox"/> Teen clinic or teen walk-in hours <input type="checkbox"/> School-based health center <input type="checkbox"/> Not Applicable | Mon: 7:00am - 5:30pm Tue: 7:00am - 5:30pm Wed: 7:00am - 5:30pm Thu: 7:00am - 5:30pm Fri: Close Sat: Close Sun: Close | | 200 | 1558531707 |

Site Number: 45401

Site Name & Address: Barstow 303 E. Mountain View , Barstow CA 92311 San Bernardino

| Zip Codes of Area Served | Type of Area Served | Services Offered | New Services | Family Planning Clinic Days | Hours Office Hours | Proj. Users | NPI Number |
|--------------------------|--|---|--|--|--------------------|-------------|------------|
| 92311, 92310, 92312 | <input checked="" type="checkbox"/> Rural <input type="checkbox"/> Urban <input type="checkbox"/> Suburban | <input checked="" type="checkbox"/> Medical <input checked="" type="checkbox"/> Community Education <input checked="" type="checkbox"/> Health Education (in House) | <input type="checkbox"/> Mobile site <input checked="" type="checkbox"/> Walk-in appointments <input type="checkbox"/> Teen clinic or teen walk-in hours <input type="checkbox"/> School-based health center <input type="checkbox"/> Not Applicable | Mon: Close Tue: Close Wed: Close Thu: 9:00am - 4:00pm Fri: Close Sat: Close Sun: Close | | 110 | 1073783239 |

FAMILY PLANNING SERVICES REPORTING REQUIREMENTS:

The Contractor shall submit the following requires reports in compliance with the dates and conditions specified below. Essential Access will provide instruction when procedures for the proper completion if these reports change.

| REPORT TITLE | FREQUENCY OF SUBMISSION | DUE DATE |
|--|-------------------------|--|
| Family Planning Services Semi-Annual Progress Report Submitted electronically at https://extranetportal.essentialaccess.org | Semi-Annually | For April 1, 2026, through December 31, 2026 Due: January 25, 2027, to be combined with data from January 1, 2026, through March 31, 2026 For January 1, 2027, through March 31, 2027 Due: July 25, 2027, to be combined with future funding period of April 1, 2027 through June 30, 2027 Instructions will be issued if this changes |
| Statement of Revenue and Expenditure Report (includes submission of General Ledger backup of Title X expenditures only) Submitted electronically at https://extranetportal.essentialaccess.org | Quarterly | 25th of the month following the period reported. For April 1, 2026, through September 30, 2026 Due October 25, 2026 For October 2026 through December 31, 2026 Due: January 25, 2027 For January 1, 2027, through March 31, 2027 Due: April 25, 2027 |
| Annual External Audit and A-133 Audit if applicable Submitted to the Finance Division | Annually | 30 days after completion of audit but no later than nine months after the end of the accounting period under audit. |
| Centralized Data System (CDS) submission Submitted electronically at Essential Access Extranet Portal | Bi-Monthly | Bi-Monthly on the 25th of the month following the period reported |
| Special Reports, surveys and questionnaires as may be requested by Essential Access or its funding source | Specified Date | Specified Date |
| Performance Measures Assessment and as needed, Corrective Action Plan Creation | Annually | To Be Determined |
| Corrective Action Plan Completion as required | Annually | To Be Determined |

Assurance of Compliance

Agency Number: 454

Agency Name: San Bernardino County Department of Public Health

Assurance of Compliance by Agency

This exhibit certifies that the subrecipient will comply with requirements regarding the provision of comprehensive sexual and reproductive health services.

Subrecipient assures that it will:

1. Provide services without subjecting individuals to any coercion to accept services or coercion to employ or not to employ any particular methods of SRH. Acceptance of services must be solely on a voluntary basis and may not be made a prerequisite to eligibility for, or receipt of, any other services, assistance from or participation in any other program of the recipient.
2. Provide services in a manner that is client-centered.
3. Not restrict participation in the project on the basis of race, color, national origin, religion, sex, disability, age or another protected characteristic.
4. Not provide abortion as a method of comprehensive SRH services. (Section 1008, PHS Act; Consolidated Appropriations Act, 2022, Pub. L. No. 117-103, 136 Stat. 49, 444 (2022);42 CFR § 59.5(a)(5))
5. Provide that priority in the provision of services will be given to persons from low income families.
6. Protect all personal health information as per the HIPAA guidelines.
7. Encourage family participation in the decision of the minor seeking SRH services.
8. Provide counseling to minors on how to resist coercive attempts to engage in sexual activities.
9. Comply with Essential Access Health's Comprehensive Sexual and Reproductive Health Program requirements at all sites.