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

SAN BERNARDINO COUNTY

**Contract Number**

17-80 A-3

**SAP Number**

4400010326

# Department of Public Health

| | |
|---|---|
| **Department Contract Representative** | Lisa Ordaz, Contracts Analyst |
| **Telephone Number** | (909) 388-0222 |
| **Contractor** | County of Riverside, Department of Public Health |
| **Contractor Representative** | Richard Lee |
| **Telephone Number** | (951) 358-5307 |
| **Contract Term** | 03/01/2017 – 02/28/2021 |
| **Original Contract Amount** | $2,382,707 |
| **Amendment Amount** | $785,468 |
| **Total Contract Amount** | $3,168,175 |
| **Cost Center** | 9300371000 |

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 3**

It is hereby agreed to amend Contract No. 17-80, effective August 21, 2019, as follows:

**V. FISCAL PROVISIONS**

Amend Section V, Paragraph A, to read as follows:

A. The maximum amount of payment under this Contract shall not exceed $3,168,175, of which $3,168,175 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. Additionally, the contract amount is subject to change based upon reevaluation of funding priorities by the IEHPC. Contractor will be notified in writing 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. It includes the original contract amount and all subsequent amendments and is broken down as follows:

| | | |
|---|---|---|
| Original Contract | $2,310,945 | March 1, 2017 through February 29, 2020 |
| Amendment No. 1 | $40,424 (increase) | March 1, 2017 through February 28, 2018 |

| | |
|---|---|
| Amendment No. 1 | $14,924 (increase) March 1, 2018 through February 28, 2019 |
| Amendment No. 1 | $14,924 (increase) March 1, 2019 through February 29, 2020 |
| Amendment No. 2 | $1,490 (increase) March 1, 2018 through February 29, 2020 |
| Amendment No. 3 | ($14,617) (decrease) March 1, 2019 through February 29, 2020 |
| Amendment No. 3 | $800,085 (increase) March 1, 2020 through February 28, 2021 |

It is further broken down by Program Year as follows:

| Program Year | Dollar Amount |
|---|---|
| March 1, 2017 through February 28, 2018 | $810,739 |
| March 1, 2018 through February 28, 2019 | $757,266 |
| March 1, 2019 through February 29, 2020 | $800,085* |
| March 1, 2020 through February 28, 2021 | $800,085** |
| Total | $3,168,175 |

*This amount includes a decrease of $14,617.
**This amount includes an increase of $800,085.

## VIII. TERM

Amend Section VIII to read as follows:

This Contract is effective as of March 1, 2017, and is extended from its original expiration date of February 29, 2020, to expire on February 28, 2021, but may be terminated earlier in accordance with provisions of Section IX of the Contract. The Contract term may be extended for one additional one-year period by mutual agreement of the parties.

## ATTACHMENTS

ATTACHMENT A – Add SCOPE OF WORK – Part A for 2019-20
ATTACHMENT B – Add SCOPE OF WORK MAI for 2019-20
ATTACHMENT H2 – Add RYAN WHITE PROGRAM BUDGET AND ALLOCATION PLAN for 2019-20

**All other terms and conditions of Contract No. 17-80 remain in full force and effect.**

COUNTY OF SAN BERNARDINO

►

Curt Hagman, Chairman, Board of Supervisors

Dated: 8-20-19

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

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

By _____
Deputy

FORM APPROVED COUNTY COUNSEL
BY AMRIT P. DHILLON DATE 11/26/19

ATTEST:
KECIA R. HARPER, Clerk
By _____
DEPUTY

County of Riverside, Department of Public Health
*(Print or type name of corporation, company, contractor, etc.)*

By ►
*(Authorized signature - sign in blue ink)*

Name Kevin Jeffries
*(Print or type name of person signing contract)*

Title Chairman, Board of Supervisors
*(Print or Type)*

Dated: DEC 1 0 2019

Address P.O. Box 7600

Riverside, CA 92503

**FOR COUNTY USE ONLY**

| Approved as to Legal Form | Reviewed for Contract Compliance | Reviewed/Approved by Department |
|---|---|---|
| ► | ► | ► |
| Adam Ebright, County Counsel | Jennifer Mulhall-Daudel, HS Contracts | Trudy Raymundo, Director |
| Date 8/8/19 | Date 8/8/19 | Date 8/8/19 |

| SCOPE OF WORK – PART A<br>USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |
| **Service Category:** | OUTPATIENT/AMBULATORY HEALTH SERVICES |
| **Service Goal:** | To maintain or improve the health status of persons living with HIV/AIDS in the TGA. NOTE: Medical care for the treatment of HIV infection includes the provision of care that is consistent with the United States Public Health Service, National Institutes of Health, American Academy of HIV Medicine (AAHIVM). |
| **Service Health Outcomes:** | Improved or maintained CD4 cell count; Improved or maintained CD4 cell count, as a % of total lymphocyte cell count; and Improved or maintained viral load |

| | SA1<br>West Riv | SA2<br>Mid Riv | SA3<br>East Riv | SA4<br>San B West | SA5<br>San B East | SA6<br>San B Desert | | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|---|
| **Proposed Number of Clients** | 59 | 17 | 9 | 0 | 0 | 0 | | 85 |
| **Proposed Number of Visits**<br>= Regardless of number of transactions or number of units | 238 | 68 | 34 | 0 | 0 | 0 | | 340 |
| **Proposed Number of Units**<br>= Transactions or 15 min encounters<br>*(See Attachment P)* | 2380 | 680 | 340 | 0 | 0 | 0 | | 3400 |

| 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 |
|---|---|---|---|---|---|---|---|---|
| • | | | | | | | | |
| • | | | | | | | | |
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| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| **Element #1:**<br>DOPH-HIV/STD medical treatment team will provide the following service delivery elements to PLWHA receiving * HIV Outpatient/Ambulatory Health Services at Riverside Neighborhood Health Center, Perris Family Care Center and Indio Family Care Center. Provide HIV Care and Treatment-<br><br>**Activities:**<br>• Development of Treatment Plan<br>• Diagnostic Testing<br>• Early Intervention and Risk Assessment<br>• Preventive Care and Screening<br>• Practitioner Examination<br>• Medical History Taking<br>• Diagnosis and Treatment of Common Physical and Mental Conditions<br>• Prescribing and Managing Medication Therapy<br>• Education and Counseling on Health Issues<br>Continuing Care and Management of Chronic Conditions<br>Referral to and Provision of Specialty Care<br>• Treatment Adherence Counseling/Education<br>• Integrate and utilize ARIES to incorporate core data elements. | 1, 2, & 3 | 03/01/19-02/29/20 | • Patient Health Assessment<br>• Lab Results<br>• Treatment Plan<br>• Psychosocial Assessments<br>• Treatment Adherence Documentation<br>• Case Conferencing Documentation<br>• Progress Notes<br>• Cultural Competency Plan<br>• ARIES Reports |
| **Element #2:**<br>The HIV/STD Branch Chief, Medical Director, and HIV Clinic Manager are responsible for ensuring Outpatient/Ambulatory Health Services are delivered according to the IEHPC Standards of Care and Scope of Work activities. | 1, 2, & 3 | 03/01/19-02/29/20 | |

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| **Activity:**<br>Management staff will attend Inland Empire HIV Planning Council Standard of Care Meetings.<br>-Management/physician/Clinical staff will attend required CME training and maintain American Academy of HIV Medicine (AAHIVM) Certification. | | | |
| **Element #3:**<br>Clinic staff will conduct assessments including evaluation health history and presenting problems. Those on HIV medications are evaluated for treatment adherence. Assessments will consists of:<br><br>**Activities:**<br>a) Completing a medical history<br>b) Conducting a physical examination including an assessment for oral health care<br>c) Reviewing lab test results<br>d) Assessing the need for medication therapy<br>e) Development of a Treatment Plan.<br>f) Collection of blood samples for CD4 Viral load, Hepatitis and other testing<br>g) Perform TB skin test and chest x-ray | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #4:**<br>Clinicians will complete a medical history on patients which is not limited to: family medical history, psycho-social history, current medications, and environmental assessment. Diabetes, cardiovascular diseases, renal disease, GI abnormalities, pancreatitis, liver disease, or hepatitis.<br><br>**Activities:**<br>a) Conducting a physical examination<br>b) Reviewing lab test results<br>c) Assessing the need for medication therapy<br>d) Development of a Treatment Plan. | 1, 2, & 3 | 03/01/19-02/29/20 | |

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| **Element #5:**<br>An assessment of the patients' current knowledge of HIV and treatment options is conducted by the designated staff providing patient education and risk assessment.<br><br>**Activities:**<br>Health education and counseling is provided to the patient in choosing an appropriate health education plan that will include education regarding the reduction of transmission of HIV and to reduce their transmission risk behaviors. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #7:**<br>HIV Nurse Clinic Manager and Senior Communicable Disease (CDS) Staff will ensure that clinic staff at all levels and across all disciplines receive ongoing education and training in cultural competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender, sexual orientation, and religious preference of community served.<br><br>**Activities:**<br>-HIV Nurse Clinic Manager and Senior CDS will review and date on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established national Cultural and Linguistic Competency Standards.<br>-Training to be obtained through the AIDS Education and Training Center on a semi-annual basis. Training elements will be incorporated into policies/plans for the department. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #8:**<br>Outpatient/Ambulatory Medical Care staff will utilize standardized, required documentation to record encounters and progress. | 1, 2, & 3 | 03/01/19-02/29/20 | |

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| **Activities:**<br>-Information will be entered into ARIES. The ARIES reports will be used by the Clinical Quality Management Committee to identify quality service indicators and review HIV Care Continum Data and provide opportunities for improvement in care and services, improve desired patient outcomes and results can be used to develop and recommend "best practices." | | | |

| **SCOPE OF WORK – PART A**<br>**USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY** | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |
| **Service Category:** | MEDICAL CASE MANAGEMENT SERVICES (INCLUDING TREATMENT ADHERENCE) |
| **Service Goal:** | The goal of providing medical case management services is to ensure that those who are unable to self-manage their care, struggling with challenging barriers to care, marginally in care, and/or experiencing poor CD4/Viral load tests receive intense care coordination assistance to support participation in HIV medical care. |
| **Service Health Outcomes:** | Improved or maintained CD4 cell count<br>Improved or maintained CD4 cell count, as a % of total lymphocyte cell count<br>Improved or maintained viral load<br>Medical Visits<br>*Reduction of Medical Case Management utilization due to client self-sufficiency. |

| | **SA1** West Riv | **SA2** Mid Riv | **SA3** East Riv | **SA4** San B West | **SA5** San B East | **SA6** San B Desert | **FY 19/20 TOTAL** |
|---|---|---|---|---|---|---|---|
| **Proposed Number of Clients** | **287** | **82** | **41** | **0** | **0** | **0** | **410** |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Proposed Number of Visits** = Regardless of number of transactions or number of units | 861 | 246 | 123 | 0 | 0 | 0 | | 1230 |
| **Proposed Number of Units** = Transactions or 15 min encounters *(See Attachment P)* | 3444 | 984 | 492 | 0 | 0 | 0 | | 4920 |

| 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 |
|---|---|---|---|---|---|---|---|---|
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| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| **Element #1:**<br>The HIV Nurse Clinic Manager is responsible for ensuring MCM services are delivered according to the IEHPC Standards of Care and Scope of Work activities.<br><br>**Activities:**<br>Management and MCM staff will attend Inland Empire HIV Planning Council Standards of Care meetings to ensure compliance.<br>MCM staff will receive annual training on MCM practices and best practices for coordination of care, and motivational interviewing. | 1, 2, & 3 | 03/01/19-02/29/20 | ▪ Medical Case Management Needs Assessments<br>▪ Patient Acuity Assessments<br>▪ Comprehensive Care Plan<br>▪ Case Conferencing Documentation<br>▪ Referral Logs<br>▪ Progress Notes<br>▪ Cultural Competency Plan<br>▪ ARIES Reports |
| **Element #2:**<br>Medical Case Managers will provide Medical Case Management Services to patients that meet the following criteria:<br><br>**Activities:** | 1, 2, & 3 | 03/01/19-02/29/20 | |

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|---|---|---|---|
| Need one or more of the following services: home health, home and community-based services, mental health, substance abuse, housing assistance, and/or are clients that exhibit needs based on acuity level. | | | |
| **Element #3:**<br>Medical Case Managers will conduct an initial needs assessment to identify which HIV patients meet the criteria to receive medical case management.<br><br>**Activities:**<br>Services. Re-assessments will be conducted at a minimum of every four months by the MCM staff to determine service needs. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #4:**<br>Medical Case Managers will conduct initial and ongoing assessment of patient acuity level and service needs.<br><br>**Activities:**<br>If patient is determined to not need intensive case management services they will be referred and linked with case management (non-medical) services. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #5:**<br>The MCM staff will develop an individualized care plans in collaboration with patient, primary care physician/provider and other health care/support staff to maximize patient's care and facilitate cost-effective outcomes.<br><br>**Activities:**<br>The plan will include the following elements: problem/presenting issue(s), service need, goals, action plan, responsibility and timeframes. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #6:**<br>MCM staff will periodically re-evaluate and modify care plans as necessary (minimum of six months). | 1, 2, & 3 | 03/01/19-02/29/20 | |

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| **Activities:**<br>As patient presents with modified need, care plans will be updated.<br>MCM staff will attend bi-weekly medical team case conferences to coordinate care for patient and update care plan as needed. | | | |
| **Element #7:**<br>The MCM staff will discuss and document treatment adherence issues the HIV patient is experiencing and work with treatment team staff to provide additional education and counseling for patient.<br><br>**Activities:**<br>MCM staff will attend bi-weekly medical team case conferences to coordinate care for patient as needed.<br>MCM staff will coordinate treatment adherence discussions with physician/nursing health education staff to support the patient with his HIV treatment. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #8:**<br>The MCM staff will work with the HIV patient to become effective self-managers of their own care.<br><br>**Activities:**<br>MCM staff will share the care plan with the treatment team during case conferencing and MCM staff will maintain ongoing coordination with internal programs and external agencies to which patients are referred for medical and support services.<br><br>HIV Nurse Clinic Manager and Senior CDS will ensure that clinic staff at all levels and across all disciplines receive ongoing education and training in cultural competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender, sexual orientation, and religious preference of community served. | 1, 2, & 3 | 03/01/19-02/29/20 | |

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| **Element #9:**<br>MCM staff will utilize standardized, required documentation to record encounters and progress<br><br>**Activities:**<br>HIV Nurse Clinic Manager and Senior CDS will review and update on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established National Cultural and Linguistic Competency Standards.<br><br>Information will be entered into ARIES. The ARIES reports will be used by the Clinical Quality Management Committee to identify quality service indicators and provide opportunities for improvement in care and services, improve desired patient outcomes and results can be used to develop and recommend "best practices." | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

**SCOPE OF WORK – PART A**
**USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY**

| | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |
| **Service Category:** | **EARLY INTERVENTION SERVICES (PART A)** |
| **Service Goal:** | Quickly link HIV infected individuals to testing services, core medical services, and support services necessary to support treatment adherence and maintain in medical care. Decreasing the time between acquisition of HIV and entry into care will facilitate access to medications, decrease transition rates, and improve health outcomes. |
| **Service Health Outcomes:** | Improved or maintained CD4 cell count<br>Improved or maintained CD4 cell count, as a % of total lymphocyte cell count<br>Improved retention in care (at least 1 medical visit in each 6 month period)<br>Improved viral suppression rate<br>Targeted HIV Testing-Maintain 1:1% positivity rate or higher |

| | SA1 West Riv | SA2 Mid Riv | SA3 East Riv | SA4 San B West | SA5 San B East | SA6 San B Desert | | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|---|
| **Proposed Number of Clients** | 125 | 36 | 18 | 0 | 0 | 0 | | 179 |
| **Proposed Number of Visits** = Regardless of number of transactions or number of units | 376 | 107 | 54 | 0 | 0 | 0 | | 537 |
| **Proposed Number of Units** = Transactions or 15 min encounters *(See Attachment P)* | 1128 | 322 | 161 | 0 | 0 | 0 | | 1611 |

| 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 |
|---|---|---|---|---|---|---|---|---|
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| • | | | | | | | | |
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| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| **Element #1:**<br>Identify/locate HIV+ unaware and HIV + that have fallen out of care<br><br>**Activities:**<br>EIS staff will work with grass-roots community-based and faith-based agencies, local churches and other non-traditional venues to reach targeted communities to perform targeted HIV testing, link unaware populations to HIV Testing and Counseling and | 1, 2, & 3 | 03/01/19-02/29/20 | ▪ Outreach schedules and logs<br>▪ Outreach Encounter Logs<br>▪ LTC Documentation Logs<br>▪ Assessment and Enrollment Forms<br>▪ Reporting Forms<br>▪ Case Conferencing Documentation<br>▪ Referral Logs<br>▪ Progress Notes<br>▪ Cultural Competency Plan |

| | | | |
|---|---|---|---|
| Partner Services and newly diagnosed and unmet need to HIV care and treatment.<br><br>EIS staff will work with prisons, jails, correctional facilities, homeless shelters and hospitals to perform targeted HIV testing, linking newly diagnosed to HIV care and treatment.<br><br>EIS staff will work with treatment team staff to identify PLWHA that have fallen out-of-care and unmet need population to provide the necessary support to bring back into care and maintain into treatment and care.<br><br>EIS staff will provide the following service delivery elements to PLWHA receiving EIS at Riverside Neighborhood Health Center, Perris Family Care Center and Indio Family Care Center. Services will also be provided in the community throughout Riverside County based on the Inland Empire HIV Planning Council Standards of Care. | | | ARIES Reports |
| **Element #2**<br>Linking newly diagnosed and unmet need individuals to HIV care and treatment within 30 days or less. Provide referrals to systems of care (RW & non-RW)<br><br>**Activities:**<br>IS staff will coordinate with HIV Care and Treatment facilities wo link patient to care within 30 days or less.<br><br>Assist HIV patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-cal, Insurance Marketplace, OA-Care HIPP, etc.)<br><br>Interventions will also include community-based outreach, patient education, intensive case management and patient navigation strategies to promote access to care. | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

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| **Element #3**<br>Re-linking HIV patients that have fallen out of care. Perform follow-up activities to ensure linkage to care.<br><br>**Activities:**<br>Link patient who has fallen out of care within 30 days or less. Coordinate with HIV care and treatment.<br><br>Assist HIV patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-cal, Insurance Marketplace, OA-Care HIPP, etc.)<br><br>Link patient to non-medical case management, medical case management to assist with benefits counseling, transportation, housing, etc. to help patient remain in care and treatment.<br><br>Link high-risk HIV positive EIS populations to support services (i.e., mental health, medical case management, house, etc.) to maintain in HIV care and treatment.<br><br>Participate in bi-weekly clinic care team case conferencing to ensure linkage and coordinate care for patient. | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |
| **Element #4:**<br>EIS staff will utilize evidence-based strategies and activities to reach high risk MSM HIV community. These include but are not limited to:<br><br>**Activities:**<br>Developing and using outreach materials (i.e., flyers, brochures, website) that are culturally and linguistically appropriate for high risk communities-Utilizing the Social Networking model asking HIV + individuals and high risk HIV negative individuals to recruit their social contacts for HIV testing and linkage to care services. | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

| | | | |
|---|---|---|---|
| **Element #5:**<br>EIS staff will work with HIV Testing & Counseling Services to bring newly diagnosed individuals from communities of color to Partner Services and HIV treatment and care at DOPH-HIV/STD as well as other HIV care and treatment facilities throughout Riverside County.<br><br>**Activities:**<br>EIS staff will meet with DPOH Prevention on a weekly basis to exchange information on newly diagnosed ensuring that the person in referred to EIS and in linked to HIV care and treatment within 30 days or less<br><br>Senior Communicable Disease Specialist (CDS) will review all data elements to ensure linkage and retention of patient. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #6:**<br>EIS staff will coordinate with local HIV prevention /outreach programs to identify target outreach locations and identify individuals' not in care and avoid duplication of outreach activities.<br><br>**Activities:**<br>EIS staff will coordinate with prevention and outreach programs within the TGA to strategically plan service areas to serve.<br><br>EIS staff will work with the DOPH-Surveillance unit to target areas in need of services. | | 03/01/19-02/29/20 | |
| **Element #7**:<br>EIS staff will assist patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-Cal, Insurance Marketplace, OA Care HIPP, etc.).<br><br>**Activities:**<br>EIS staff will coordinate with non-medical case management services to assist with benefits counseling and rapid linkage to care and support services. | | 03/01/19-02/29/20 | |

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| **Element #8:**<br>Senior CDS and Department Manager will ensure that clinic staff at all levels and across all disciplines receive ongoing education and training in cultural competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender, sexual orientation, and religious preference of community served.<br><br>**Activities:**<br>Senior CDS and Department Manager will review and update on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established national Cultural and Linguistic Competency Standards.<br><br>Training to be obtaining through the AIDS Education and Training Center on a semi-annual basis. Training elements will be incorporated into policies/plans for the department | | 03/01/19-<br>02/29/20 | |
| **Element #9:**<br>EIS Staff will utilize standardized, required documentation to record encounters and progress.<br><br>**Activities:**<br>EIS staff will maintain documentation on all EIS encounters/activities including demographics, patient contacts, referrals, and follow-up, Linkage to Care Documentation Logs, Assessment and Enrollment Forms and Reporting Forms in each patient's chart<br><br>Information will be entered into ARIES. The ARIES reports will be used by the Clinical Quality Management Committee to identify quality service indicators, continuum of care data and | | 03/01/19-<br>02/29/20 | |

| | | | |
|---|---|---|---|
| provide opportunities for improvement in care and services, improve desired patient outcomes and results can be used to develop and recommend "best practices. | | | |

## SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

| | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |
| **Service Category:** | **CASE MANAGEMENT SERVICES (NON-MEDICAL)** |
| **Service Goal:** | The goal of Case Management (non-medical) is to facilitate linkage and retention in care through the provision of guidance and assistance with service information and referrals |
| **Service Health Outcomes:** | "Improved or maintained CD4 cell count<br>Improved or maintained CD4 cell count, as a % of total lymphocyte cell count<br>Improved or maintained viral load<br>Accessing Medical Care (at least two medical visits in a 12 month period)" |

| | SA1 West Riv | SA2 Mid Riv | SA3 East Riv | SA4 San B West | SA5 San B East | SA6 San B Desert | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|
| **Proposed Number of Clients** | 129 | 37 | 18 | 0 | 0 | 0 | 184 |
| **Proposed Number of Visits**<br>= Regardless of number of transactions or number of units | 386 | 110 | 56 | 0 | 0 | 0 | 551 |
| **Proposed Number of Units**<br>= Transactions or 15 min encounters<br>*(See Attachment P)* | 1546 | 442 | 220 | 0 | 0 | 0 | 2208 |

| 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 |
|---|---|---|---|---|---|---|---|---|
| • Open Enrollment/Covered California Education Forum | 1,2,&3 | Patients who qualify for Covered California | Open | 15 | 2hrs | 2x's per year between Oct. 15-Dec. 7 | 2x's per year | -Enrollment in Covered California |
| • How to apply for Medi-cal Inland Empire Health Plan Education Forum | 1,2,&3 | Newly diagnosed | Open | 15 | 2hrs | 2x's per year | 2x's per year | -Enrollment in Medi-cal IEHP |
| • What is Office AIDS Health Insurance Premium Payment Education Forum | 1,2,&3 | Newly diagnosed and pts. With SOC, Health Care premiums | Open | 15 | 2 hrs | 2x's per year | 2x's per year | -Enrollment in OA-HIPP |

| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| **Element #1:**<br>.e HIV Nurse Clinic Manager is responsible for ensuring Case Management (Non-Medical) Services are delivered according to the IEHPC Standards of Care and Scope of Work activities.<br><br>**Activities:**<br>Case Manager will work with patient to conduct an initial intake assessment within 3 days from referral. | 1, 2, & 3 | 03/01/19-02/29/20 | ▪ Patient Assessments<br>▪ Case Management Tracking Log<br>▪ Case Conferencing Documentation<br>▪ Referral Logs<br>▪ Progress Notes<br>▪ Cultural Competency Plan<br>▪ ARIES Reports |
| **Element #2:**<br>Initial and on-going of acuity level<br><br>**Activities:**<br>Case Manager will provide initial and ongoing assessment of patient's acuity level during intake and as needed to determine Case Management or Medical | 1, 2, & 3 | 03/01/19-02/29/20 | |

| | | | |
|---|---|---|---|
| Case Management needs. Initial assessment will also be used to develop patient's Care Plan.<br><br>Case Manager will discuss budgeting with patients in order to maintain access to necessary services and Case Manager will screen for domestic violence, mental health, substance abuse, and advocacy needs. | | | |
| **Element #3:**<br>Develop of a comprehensive, individual care plan<br><br>**Activities:**<br>Case Manager will refer and link patients to medical, mental health, substance use, psychosocial services, and other services as needed and Case Manager will provide referrals to address gaps in their support network.<br><br>Case Manager will be responsible for eligibility screening of HIV patients to ensure patients obtain health insurance coverage for medical care and that Ryan White funding is used as payer of last resort.<br><br>Case Manager will refer to eligibility technician in order for patient to apply for medical, Covered California, ADAP and/or OA CARE HIPP etc.<br><br>Case Manager and Eligibility tech will coordinate and facilitate benefit trainings in order for patients to become educated on covered California open enrollment, Medi-cal IEHP, OA- CARE HIPP etc. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #4:**<br>Case Manager will provide education and counseling to assist the HIV patients with transitioning due to changes in the ACA.<br><br>**Activities:**<br>Case Manager will assist patients with obtaining needed financial resources for daily living such as bus pass vouchers, gas cards, and other emergency financial assistance. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #5:**<br>Case Manager will educate patients regarding allowable services for family members, significant others, and friends in the patient's support system. Services include education on HIV disease, partner testing, care and treatment issues, and prevention education. The goal is to develop and strengthen the patient's support system and maintain their connection to medical care.<br><br>**Activities:** | 1, 2, & 3 | 03/01/19-02/29/20 | |

| | | | |
|---|---|---|---|
| Case Manager will provide education to patient about health education, risk reduction, self-management, and their rights, roles, and responsibilities in the services system. | | | |
| **Element # 6:**<br>HIV Nurse Clinic Manager and Senior CDS will ensure that clinic staff at all levels and across all disciplines receive ongoing education and training in cultural competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender, sexual orientation, and religious preference of community served.<br><br>**Activity:**<br>V Nurse Clinic Manager and Senior CDS will review and update on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established national Cultural and Linguistic Competency Standards. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #7:**<br>Non-MCM staff will utilize standardized, required documentation to record encounters and progress.<br><br>**Activities:**<br>Information will be entered into ARIES. The ARIES reports will be used by the Clinical Quality Management Committee to identify quality service indicators and provide opportunities for improvement in care and services, improve desired patient outcomes and results can be used to develop and recommend "best practices." | 1, 2, & 3 | 03/01/19-02/29/20 | |

## SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

| | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |

| | |
|---|---|
| **Service Category:** | Medical Nutrition Therapy |
| **Service Goal:** | Facilitate maintenance of nutritional health to improve health outcomes or maintain positive health outcomes. |
| **Service Health Outcomes:** | Improve retention in care (at least 1 medical visit in each 6 month period) Improve viral suppression rate. |

| | SA1 West Riv | SA2 Mid Riv | SA3 East Riv | SA4 San B West | SA5 San B East | SA6 San B Desert | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|
| **Proposed Number of Clients** | 98 | 28 | 14 | 0 | 0 | 0 | 140 |
| **Proposed Number of Visits** = Regardless of number of transactions or number of units | 196 | 56 | 28 | 0 | 0 | 0 | 280 |
| **Proposed Number of Units** = Transactions or 15 min encounters *(See Attachment P)* | 980 | 280 | 140 | 0 | 0 | 0 | 1400 |

| 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 |
|---|---|---|---|---|---|---|---|---|
| HIV Nutrition 101 | 1,2,3 | | Closed | 10 | 2 | Every 6 months | Every 6 months | Improved retention in care (at least 1 medical visit every 6-month period) Improved viral suppression |
| How to Eat Healthy on a Budget | 1,2,3 | | Closed | 10 | 2 | Every 6 months | Every 6 months | Improved retention in care (at least 1 medical visit every 6-month period) Improved viral suppression |
| | | | | | | | | |
| HIV Medication Interactions and Nutrition | 1,2,3 | | Closed | 10 | 2 | Every 6 months | Every 6 months | Improved retention in care (at least 1 medical visit every 6-month period) Improved viral suppression |

| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| **Element #1:**<br>Medical Nutrition Therapist will develop a Nutrition Screening Tool to identify patients who need Medical Nutrition Therapy Assessments. Risk factors could include but are not limited to:<br>Weight loss, wasting, obesity, drug use/abuse, hypertension, cardiovascular disease, liver dysfunction etc.<br><br>**Activities:**<br>HIV patients to be screened at every medical appointment by the physician or nursing staff in order to identify nutrition related problems. Patients will be referred to MNT based on the following criteria:<br><br>-HIV/AIDS diagnosis<br>-Unintended weight loss or weight gain<br>-Body mass index below 20<br>-Barriers to adequate intake such as poor appetite, fatigue, substance abuse, food –insecurity, and depression | 1, 2, & 3 | 03/01/19-02/29/20 | MNT schedules/logs<br>MNT encounter logs<br>Nutrition Screening and MNT assessment<br>MNT Referrals<br>Progress/treatment notes<br>ARIES Reports<br>Cultural Competency Plan<br>Academy of Nutrition and Dietetics Standards |
| **Element #2:**<br>HIV patients will be assessed by MNT based on the following criteria:<br>-High risk, to be seen by an RDN within 1 week<br>-Moderate risk, to be seen by an RDN within 1 month<br>-Low risk, to be seen by an RDN at least annually<br><br>**Activities:**<br>Initial MNT assessment and treatment will include the following:<br>-Gathering of baseline information. Routine quarterly or semi-annually follow-can be scheduled to continue education and counseling.<br>- Nutrition-focused physical examination; anthropometric data; client history; food /nutrition-related history; and biochemical data, medical tests, and procedures.<br>-Identification as early as possible new risk factors or indicators of nutritional compromise.<br>-Discuss plan of treatment with treating physician. Treating physician will RX food and/or nutritional supplements.<br>-Participate in bi-weekly case conferences to discuss treatment planning and coordination with the medical team | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #3:** | 1, 2, & 3 | 03/01/19-02/29/20 | |

| | | | |
|---|---|---|---|
| HIV Patients who are identified for group education based on MNT assessment and treatment will be referred to MNT group/educational class<br>**Activities:**<br>MNT will develop educational curriculum.<br>HIV patient will attend MNT group/educational class as recommended by MNT and treating physician. | | | |
| **Element #4:** HIV Nurse Clinic Manager will ensure that MNT staff receive ongoing education and training in culturally competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender identity, sexual orientation, and religious preference of community served.<br><br>**Activity:**<br>HIV Nurse Clinic Manager will review and update on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established national Cultural and Linguistic Competency Standards. | 1, 2, & 3 | 03/01/19-02/29/20 | |
| **Element #5:**<br>MNT staff will utilize standardized, required documentation to record encounters and progress.<br><br>**Activities:**<br>Information will be entered into ARIES. The ARIES reports will be used by the Clinical Quality Management Committee to identify quality service indicators and provide opportunities for improvement in care and services, improve desired patient outcomes, and results can be used to develop and recommend "best practices". | 1, 2, & 3 | 03/01/19-02/29/20 | |

# SCOPE OF WORK – MAI

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

| | |
|---|---|
| **Contract Number:** | *Leave Blank* |
| **Contractor:** | County of Riverside Department of Public Health, HIV/STD Branch |
| **Grant Period:** | March 1, 2019 – February 29, 2020 |
| **Service Category:** | **MAI Early Intervention Services** |
| **Service Goal:** | Quickly link HIV infected individuals from communities of color (African American and Latinos) to testing services, core medical services, and support services necessary to support treatment adherence and maintain in medical care. Decreasing the time between acquisition of HIV and entry into care will facilitate access to medications, decrease transition rates, and improve health outcomes. |
| **Service Health Outcomes:** | Improved or maintained CD4 cell count<br>Improved or maintained CD4 cell count, as a % of total lymphocyte cell count<br>Improved retention in care (at least 1 medical visit in each 6 month period)<br>Improved viral suppression rate<br>Targeted HIV Testing-Maintain 1.1% positivity rate or higher |

| **BLACK / AFRICAN AMERICAN** | **SA1** West Riv | **SA2** Mid Riv | **SA3** East Riv | **SA4** San B West | **SA5** San B East | **SA6** San B Desert | **FY 19/20 TOTAL** |
|---|---|---|---|---|---|---|---|
| **Number of Clients** | 29 | 17 | 8 | 0 | 0 | 0 | **42** |
| **Number of Visits**<br>= Regardless of number of transactions or number of units | 146 | 41 | 21 | 0 | 0 | 0 | **208** |
| **Proposed Number of Units**<br>= Transactions or 15 min encounters<br>*(See Attachment P)* | 728 | 208 | 104 | 0 | 0 | 0 | **1040** |

| HISPANIC / LATINO | SA1 West Riv | SA2 Mid Riv | SA3 East Riv | SA4 San B West | SA5 San B East | SA6 San B Desert | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|
| **Number of Clients** | 29 | 9 | 4 | 0 | 0 | 0 | **42** |
| **Number of Visits** = Regardless of number of transactions or number of units | 146 | 41 | 241 | 0 | 0 | 0 | **208** |
| **Proposed Number of Units** = Transactions or 15 min encounters *(See Attachment P)* | 728 | 208 | 104 | 0 | 0 | 0 | **1040** |
| | | | | | | | |

| TOTAL MAI (sum of two tables above) | SA1 West Riv | SA2 Mid Riv | SA3 East Riv | SA4 San B West | SA5 San B East | SA6 San B Desert | FY 19/20 TOTAL |
|---|---|---|---|---|---|---|---|
| **Number of Clients** | 58 | 17 | 8 | 0 | 0 | 0 | **83** |
| **Number of Visits** = Regardless of number of transactions or number of units | 291 | 83 | 42 | 0 | 0 | 0 | **416** |
| **Proposed Number of Units** = Transactions or 15 min encounters *(See Attachment P)* | 1456 | 416 | 208 | 0 | 0 | 0 | **2080** |

| 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 |
|---|---|---|---|---|---|---|---|---|
| • | | | | | | | | |
| • | | | | | | | | |
| • | | | | | | | | |

| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES: | SERVICE AREA | TIMELINE | PROCESS OUTCOMES |
|---|---|---|---|
| Element #1: Identify/locate HIV+ unaware and HIV + that have fallen out of care<br>Activities: | 1, 2, & 3 | 03/01/19-<br>02/29/20 | ▪ MAI/EIS schedules and logs<br>▪ MAI/EIS Encounter Logs<br>▪ Linkage to Care Documentation Logs |

| | | | |
|---|---|---|---|
| -MAI EIS staff will work with grass-roots community-based and faith-based agencies, local churches and other non-traditional venues to reach targeted communities of color (African American and Latino communities) to perform targeted HIV testing, link unaware populations to HIV Testing and Counseling and Partner Services and newly diagnosed and unmet need to HIV care and treatment.<br><br>-MAI EIS staff will work with prisons, jails, correctional facilities, homeless shelters and hospitals to perform targeted HIV testing, linking newly diagnosed to HIV care and treatment.<br><br>-MAI EIS staff will work with treatment team staff to identify PLWHA that have fallen out-of-care and unmet need population to provide the necessary support to bring back into care and maintain into treatment and care.<br><br>-MAI EIS staff will provide the following service delivery elements to PLWHA receiving MAI EIS at Riverside Neighborhood Center, Perris Family Care Center and Indio Family Care Center. Services will also be provided in the community throughout Riverside County based on the Inland Empire HIV Planning Council Standards of Care. | | | ▪ Assessment and Enrollment Forms<br>▪ Reporting Forms<br>▪ Case Conferencing Documentation<br>▪ Referral Logs<br>▪ Progress Notes<br>▪ Cultural Competency Plan<br>▪ ARIES Reports |

| | | |
|---|---|---|
| Element #2<br>-Linking newly diagnosed and unmet need individuals to HIV care and treatment within 30 days or less. Provide referrals to systems of care (RW & non-RW)<br>Activities:<br>-EIS MAI staff will coordinate with HIV Care and Treatment facilities wo link patient to care within 30 days or less.<br>-Assist HIV patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-cal, Insurance Marketplace, OA-Care HIPP, etc.)<br>-Interventions will also include community-based outreach, patient ucation, intensive case management and patient navigation strategies to promote access to care. | 1,2,&3 | 03/01/19-02/29/20 |
| Element #3 | 1,2,&3 | 03/01/19-02/29/20 |

| | | | |
|---|---|---|---|
| Re-linking HIV patients that have fallen out of care. Perform follow-up activities to ensure linkage to care.<br>Activities:<br>-Link patient who has fallen out of care within 30 days or less. Coordinate with HIV care and treatment.<br>--Assist HIV patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-cal, Insurance Marketplace, OA-Care HIPP, etc.)<br>-Link patient to non-medical case management, medical case management to assist with benefits counseling, transportation, housing, etc. to help patient remain in care and treatment.<br>-Link high-risk HIV positive MAI populations to support services (i.e., mental health, medical case management, house, etc.) to maintain in HIV care and treatment.<br>-Participate in bi-weekly clinic care team case conferencing to ensure linkage and coordinate care for patient. | | | |
| Element #4:<br>MAI EIS staff will utilize evidence-based strategies and activities to reach African American and Hispanic/Latino HIV community. These include but are not limited to:<br><br>Activities:<br>-Developing and using outreach materials (i.e., flyers, brochures, website) that are culturally and linguistically appropriate for African American and Hispanic/Latino communities.<br>-Utilizing the Social Networking model asking HIV + individuals and high risk HIV negative individuals to recruit their social contacts for HIV testing and linkage to care services. | 1, 2, & 3 | 03/01/19-02/29/20 | |

| | | | |
|---|---|---|---|
| Element #5: MAI EIS staff will work with HIV Testing & Counseling Services to bring newly diagnosed individuals from communities of color to Partner Services and HIV treatment and care at DOPH-HIV/STD as well as other HIV care and treatment facilities throughout Riverside County.<br>Activities: MAI EIS staff will meet with DPOH Prevention on a weekly basis to exchange information on newly diagnosed ensuring that the person in referred to EIS MAI and in linked to HIV care and treatment within 30 days or less | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

| | | |
|---|---|---|
| -Senior Communicable Disease Specialist (CDS) will review all data elements to ensure linkage and retention of patient. | | |
| Element #6: MAI EIS staff will coordinate with local HIV prevention /outreach programs to identify target outreach locations and identify individuals' not in care and avoid duplication of outreach activities<br>Activities:<br>-MAI EIS staff will coordinate with prevention and outreach programs within the TGA to strategically plan service areas to serve.<br>-MAI EIS staff will work with the DOPH-Surveillance unit to target areas in need of services. | 1, 2, & 3 | 03/01/19-02/29/20 |
| Element #7:MAI EIS staff will assist patients with enrollment or transition activities to other health insurance payer sources (i.e., ADAP, MISP, Medi-Cal, Insurance Marketplace, OA Care HIPP, etc.).<br>Activities:<br>-MAI EIS staff will coordinate with non-medical case management services to assist with benefits counseling and rapid linkage to care and support services. | 1, 2, & 3 | 03/01/19-02/29/20 |

| | | | |
|---|---|---|---|
| Element #8: Senior CDS and Department Manager will ensure that clinic staff at all levels and across all disciplines receive ongoing education and training in cultural competent service delivery to ensure that patients receive quality care that is respectful, compatible with patient's cultural, health beliefs, practices, preferred language and in a manner that reflects and respects the race/ethnicity, gender, sexual orientation, and religious preference of community served.<br>Activities:<br>-Senior CDS and Department Manager will review and update on an ongoing basis the written plan that outlines goals, policies, operational plans, and mechanisms for management oversight to provide services based on established national Cultural and Linguistic Competency Standards.<br>-Training to be obtaining through the AIDS Education and Training Center on a semi-annual basis. Training elements will be incorporated into policies/plans for the department. | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

| | | | |
|---|---|---|---|
| Element #9: EIS MAI Staff will utilize standardized, required documentation to record encounters and progress.<br>Activities:<br>-MAI EIS staff will maintain documentation on all MAI EIS encounters/activities including demographics, patient contacts, referrals, and follow-up, Linkage to Care Documentation Logs, Assessment and Enrollment Forms and Reporting Forms in each patient's chart<br>-Information will be entered into ARIES. The ARIES reports will used by the Clinical Quality Management Committee to identify quality service indicators, continuum of care data and provide opportunities for improvement in care and services, improve desired patient outcomes and results can be used to develop and recommend "best practices. | 1, 2, & 3 | 03/01/19-<br>02/29/20 | |

**RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN**
**Fiscal Year March 1, 2019 – February 29, 2020**

**AGENCY NAME: County of Riverside Public Health SERVICE: EIS**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| **Communicable Disease Specialist:** ( Vacant) ($67,000 x RW 0.057 FTE) Provide EIS Services to unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Provide targeted HIV testing. | **$63,181** | **$3,819** | **$67,000** |
| **SR.Communicable Diseases Specialist:** (E. Santos.) ($70,500 x RW 0.284 FTE) Supervises EIS services to unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Oversees QA activities. | **$51,100** | **$19,400** | **$70,500** |
| **Communicable Disease Specialist**: (Inzuna, K.) ($22,000 x RW 1.00 FTE)Provide EIS Services to unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Provide targeted HIV testing. | **$0** | **$22,000** | **$22,000** |

| | | | |
|---|---|---|---|
| **Communicable Disease Specialist**: (Lopez, A.) ($67,000 x RW 0.0 FTE)Provide EIS Services to unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Provide targeted HIV testing. | **$67,000** | **$0** | **$67,000** |
| **Communicable Disease Specialist**: (Marinez, M) ($67,000 x RW 0.313 FTE)Provide EIS Services to unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Provide targeted HIV testing. | **$46,029** | **$20,971** | **$67,000** |
| **Fringe Benefits** 42% of Total Personnel Costs | **$95,470** | **$27,800** | **$123,270** |
| ***TOTAL PERSONNEL*** | **$322,780** | **$93,990** | **$416,770** |
| ***Other*** *(Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Travel: Mileage and Carpool for clinic and support staff to to provide EIS Services to HIV patients at the Riverside, Perris and Indio health care centers (Mileage calculated at .58/mile Fed IRS Rate). | **$1,500** | **$2,432** | **$3,932** |
| HIV testing kits to perform targeted HIV testing. To help the unaware learn of their HIV statues and receive referral to HIV care and treatment services. | | **$0** | **$0** |
| | | | |
| | | | |
| ***TOTAL OTHER*** | **$1,500** | **$2,432** | **$3,932** |

| | | | |
|---|---|---|---|
| **SUBTOTAL (Total Personnel and Total Other)** | **$324,280** | **$96,422** | **$420,702** |
| **Administration** (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc.) | $32,428.02 | $10,713 | $43,141 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$356,708** | **$107,135** | **$463,843** |

[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:** 1611
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 67

***(This is your agency's RW cost for care per unit)***

| | |
|---|---|
| [2]**List Other Payers Associated with funding in Column A:** | Ryan White Part B |

**AGENCY NAME: County of Riverside Public Health SERVICE: Medical Case Mgmt**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| Social Service Practitioner: (Brown, A.)($73,600 x RW 0.0 FTE) Provides Medical Case Management Services to HIV patients; conduct initial and ongoing assessment of patient service needs, assess patient acuity level, develop a care plan in collaboration with patient; work in collaboration with multidisciplinary HIV care team at three health care centers. | **$73,600** | **$0** | **$73,600** |
| Social Service Practitioner: (Vacant.)($31,415 x RW 1.0 FTE) Provides Medical Case Management Services to HIV patients; conduct initial and ongoing assessment of patient service needs, assess patient acuity level, develop a care plan in collaboration with patient; work in collaboration with multidisciplinary HIV care team at three health care centers. | **$0** | **$31,415** | **$31,415** |
| Communicable Disease Specialist: (Arrona, I) ($68,900 x RW 0.25 FTE) Provides Medical Case Management Services to HIV patients; conduct initial and ongoing assessment of patient service needs, assess patient acuity level, develop a care plan in collaboration with patient; work in collaboration with multidisciplinary HIV care team at three health care centers. | **$51,675** | **$17,225** | **$68,900** |
| Nurse Manager (Hexum, D.) ($125,000 x RW 0.25 FTE) This position will be responsible to provide direct patient care and plans, organizes, directs and evaluates nursing/medical case management services at three health care centers. | **$93,750** | **$31,250** | **$125,000** |

| | | | |
|---|---|---|---|
| LVN II: (Barajas, V.) ($52,300 x RW 0.50 FTE) Provides Medical Case Management Services to HIV patients; provide coordination and follow - up of medical treatment. Provide treatment adherence counseling at three health care centers. | $26,150 | $26,150 | $52,300 |
| LVN II: (Malixi E.) ($52,300 x RW 0.45 FTE) Provides Medical Case Management Services to HIV patients; provide coordination and follow - up of medical treatment. Provide treatment adherence counseling at three health care centers. | $28,765 | $23,535 | $52,300 |
| LVN III: (Merry-Rojas, S.) ($57,200 x RW 0.0 FTE) Provides Medical Case Management Services to HIV patients; provide coordination and follow - up of medical treatment. Provide treatment adherence counseling at three health care centers. | $57,200 | $0 | $57,200 |
| LVN II: (Del Villar, D.) ($54,000 x RW 0.43 FTE) Provides Medical Case Management Services to HIV patients; provide coordination and follow - up of medical treatment. Provide treatment adherence counseling at three health care centers. | $30,780 | $23,220 | $54,000 |
| **Fringe Benefits** 42% of Total Personnel Costs | $99,391 | $64,174 | $163,565 |
| ***TOTAL PERSONNEL*** | $461,311 | $216,969 | $678,280 |
| ***Other*** *(Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Office Supplies: Office supplies/equipment to support daily activities at three health care centers. This includes paper, pens, ink, etc. | | $3,000 | $3,000 |
| Travel: Mileage and Carpool for clinic and support staff to to provide MCM Services to HIV patients at the Riverside, Perris and Indio health care centers (Mileage calculated at .58/mile Fed IRS Rate). | $1,500 | $2,748 | $4,248 |
| ***TOTAL OTHER*** | $1,500 | $5,748 | $7,248 |
| **SUBTOTAL (Total Personnel and Total Other)** | $462,811 | $222,717 | $685,528 |

| | | | |
|---|---|---|---|
| **Administration** (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc.) | $46,281 | $24,746 | $71,027 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$509,092** | **$247,463** | **$756,555** |

[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:** 4920
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 50

***(This is your agency's RW cost for care per unit)***

| | |
|---|---|
| [2]**List Other Payers Associated with funding in Column A:** | Ryan White Part B |

**RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN**
**Fiscal Year March 1, 2019 – February 29, 2020**

**AGENCY NAME: County of Riverside Public Health SERVICE: Outpatient/Ambulatory Health Services**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| Physician IV Per Diem : (Zane, R.) ($105,368 x RW 0.142 FTE) Provides medical diagnosis, treatment, and management including the prescription of antiretroviral therapy to patients with HIV disease at three health care centers in Riverside County. Perform diagnostic testing, documentation and tracking of viral loads and CD4 counts. Early intervention and risk assessment, preventive care and screening, practitioner examination, medical history taking, diagnosis and treatment of common physical and mental health needs. | **$90,406** | **$14,962** | **$105,368** |
| Physician IV: (Vacant.)($200,000 x RW 0.07 FTE) Provides medical diagnosis, treatment, and management including the prescription of antiretroviral therapy to patients with HIV disease at three health care centers in Riverside County. Perform diagnostic testing, documentation and tracking of viral loads and CD4 counts. Early intervention and risk assessment, preventive care and screening, practitioner examination, medical history taking, diagnosis and treatment of common physical and mental health needs. | **$186,000** | **$14,000** | **$200,000** |
| Nurse Practitioner: (Green, M.)($125,000 x RW 0.067 FTE) Provides medical diagnosis, treatment, and management including the prescription of antiretroviral therapy to patients with HIV disease at three health care centers in Riverside County. Perform diagnostic testing, documentation and tracking of viral loads and CD4 counts. Early intervention and risk assessment, preventive care and screening, practitioner examination, medical history taking, diagnosis and treatment of common physical and mental health needs. | **$116,625** | **$8,375** | **$125,000** |

| | | | |
|---|---|---|---|
| **Physician III:** (Nguyen)($167,000 x RW 0.078 FTE) Provides medical diagnosis, treatment, and management including the prescription of antiretroviral therapy to patients with HIV disease at three health care centers in Riverside County. Perform diagnostic testing, documentation and tracking of viral loads and CD4 counts. Early intervention and risk assessment, preventive care and screening, practitioner examination, medical history taking, diagnosis and treatment of common physical and mental health needs. | **$153,974** | **$13,026** | **$167,000** |
| **Health Services Assistant**: (Ramirez, G.) ($50,500 x .RW 0.15 FTE) Provides direct patient care and provides support duties to physicians, registered nurses and LVN's at three health care centers. | **$42,925** | **$7,575** | **$50,500** |
| **Health Services Assistant**: (Rosado, E.) ($46,500 x RW 0.237 FTE) Provides direct patient care and provides support duties to physicians, registered nurses and LVN's at three health care centers. | **$35,480** | **$11,021** | **$46,501** |
| **Health Services Assistant:** (Garcia- Jones, M.) ($46,500 x RW 0.172 FTE) Provides direct patient care and provides support duties to physicians, registered nurses and LVN's at three health care centers. | **$38,502** | **$7,998** | **$46,500** |
| **Nurse Manager:** (Hexum, D. ($125,000 x RW 0.096 FTE) This position will be responsible to provide direct patient care and plans, organizes, directs and evaluates nursing/medical services at three health care centers. | **$113,000** | **$12,000** | **$125,000** |
| **LVN III:** (Rojas-Merry, S.) ($57,200 x RW 0.175 FTE) Provides direct patient care and provides support duties to physicians, and registered nurses at three health care centers. | **$47,190** | **$10,010** | **$57,200** |
| **Fringe Benefits**<br>42% of Total Personnel Costs | **$346,123** | **$41,566.14** | **$387,689** |
| ***TOTAL PERSONNEL*** | **$1,170,225** | **$140,533** | **$1,310,758** |
| ***Other*** *(Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Medical Supplies: Medical supplies/equipment to support daily activities at three health care centers. This includes syringes, blood tubes, plastic gloves, etc. | **$5,000** | **$4,925** | **$9,925** |

| | | | |
|---|---|---|---|
| Office Supplies: Office supplies/equipment to support daily activities at three health care centers. This includes paper, pens, ink, etc. | **$3,000** | **$3,500** | **$6,500** |
| Pharmacy Supplies: Provide pharmaceutical assistance fo HIV patients receiving Outpatient/Ambulatory Health Services at three health care centers. | **$0** | **$19,727** | **$19,727** |
| Travel: Mileage and Carpool for clinic and support staff to to provide Outpatient/Ambulatory Health Services to HIV patients at the Riverside, Perris and Indio health care centers (Mileage calculated at .58/mile Fed IRS Rate). | **$6,000** | **$2,000** | **$8,000** |
| ***TOTAL OTHER*** | **$14,000** | **$30,152** | **$44,152** |
| **SUBTOTAL (Total Personnel and Total Other)** | **$1,184,225** | **$170,685** | **$1,354,910** |
| Administration (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next | $118,423 | $18,965 | $137,388 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$1,302,648** | **$189,650** | **$1,492,298** |

[1] Total Cost = Non-RW Cost (Other Payers) 0.535

- **Total Number of Ryan White Units to be Provided for this Service Category:** 3400
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 56

**(*This is your agency's RW cost for care per unit*)**

| | |
|---|---|
| [2]**List Other Payers Associated with funding in Column A:** | Medi-Cal and Ryan White Part B |

## RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN
## Fiscal Year March 1, 2019 – February 29, 2020

**AGENCY NAME: County of Riverside Public Health SERVICE: Medical Nutrition Therapy**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| Nutritionist (Suess, D) ($3,000 x 1.0 FTE) Performs nutritional assessments on HIV patients ; Teaches and counsels HIV patients on healthy food choices and food preparation. Determines, through application of various published standards, whether individuals are at nutritional risk. Gives direct nutritional and dietetic consultation to individuals with special nutritional needs in an indiviaual and group session. | **$0** | **$3,000** | **$3,000** |
| Nutritionist (Luna, B) ($5,000x 1.0 FTE) Performs nutritional assessments on HIV patients ; Teaches and counsels HIV patients on healthy food choices and food preparation. Determines, through application of various published standards, whether individuals are at nutritional risk. Gives direct nutritional and dietetic consultation to individuals with special nutritional needs in an indiviaual and group session. | **$0** | **$5,000** | **$5,000** |
| Nutritionist (Rodriguez, I) ($13,508 x 1.0 FTE) Performs nutritional assessments on HIV patients ; Teaches and counsels HIV patients on healthy food choices and food preparation. Determines, through application of various published standards, whether individuals are at nutritional risk. Gives direct nutritional and dietetic consultation to individuals with special nutritional needs in an indiviaual and group session. | **$0** | **$13,508** | **$13,508** |
| **Fringe Benefits** 42% of Total Personnel Costs | **$0** | **$9,033** | **$9,033** |
| ***TOTAL PERSONNEL*** | **$0** | **$30,541** | **$30,541** |

| | | | |
|---|---|---|---|
| ***Other*** *(Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Travel: Mileage for Medical Nutrition Therapy staff to provide direct patient care, follow-up on patient assessments improving health outcomes. (Mileage calculated at .58/mile). | | **$113** | **$113** |
| Office Supplies: Office supplies/equipment to support daily activities at three health care centers. This includes paper, pens, ink, etc. | | **$0** | **$0** |
| Medical Supplies: Medical supplies/equipment Bio-Electrical Impedance Analysis (BIA) machine includes plastic gloves, etc. | | **$0** | **$0** |
| ***TOTAL OTHER*** | $0 | $113 | **$113** |
| **SUBTOTAL (Total Personnel and Total Other)** | **$0** | **$30,654** | **$30,654** |
| **Administration** (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc.) | $0 | $3,405 | $3,405 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$0** | **$34,059** | **$34,059** |

[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:** 1400
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 24

**(*This is your agency's RW cost for care per unit*)**

| | |
|---|---|
| [2]**List Other Payers Associated with funding in Column A:** | Ryan White Part B |

**AGENCY NAME: County of Riverside Public Health** **SERVICE: Non Medical Case Mgmt**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| **Communicable Disease Specialist:** (Arrona, I) ($67,000 x RW 0.75 FTE) Help patients identify all available health and disability benefits. Educate patients on public and private benefits at three health care centers. Assist patients with accessing community, social, financial, and legal resources. | **$16,750** | **$50,250** | **$67,000** |
| **Social Service Practitioner: (Vacant)** ($32,152 x RW 1.0 FTE) Help patients identify all available health and disability benefits. Educate patients on public and private benefits at three health care centers. Assist patients with accessing community, social, financial, and legal resources. | **$0** | **$32,152** | **$32,152** |
| **Fringe Benefits** 42% of Total Personnel Costs | **$7,035** | **$34,609** | **$41,644** |
| ***TOTAL PERSONNEL*** | **$23,785** | **$117,011** | **$140,796** |
| ***Other** (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Travel: Mileage and Carpool for clinic and support staff to to provide Non MCM Services to HIV patients at the Riverside, Perris and Indio health care centers (Mileage calculated at .58/mile Fed IRS Rate). | **$500** | **$1,753** | **$2,253** |
| Office Supplies: Office supplies/equipment to support daily activities at three health care centers. This includes paper, pens, ink, etc. | | **$500** | **$500** |
| Enter item name and description | | | **$0** |
| Enter item name and description | | | **$0** |
| ***TOTAL OTHER*** | **$500** | **$2,253** | **$2,753** |
| **SUBTOTAL (Total Personnel and Total Other)** | **$24,285** | **$119,264** | **$143,549** |

| | | | |
|---|---|---|---|
| **Administration** (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. ) | $2,429 | $13,251 | $15,680 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$26,714** | **$132,515** | **$159,229** |

[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:** 2208
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 60

(***This is your agency's RW cost for care per unit***)

| | |
|---|---|
| **[2]List Other Payers Associated with funding in Column A:** | Ryan White Part B |

## RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN
## Fiscal Year March 1, 2019 – February 29, 2020

**AGENCY NAME: County of Riverside Public Health SERVICE: MAI/EIS**

| | A | B | C |
|---|---|---|---|
| **Budget Category** | **Non-RW Cost (Other Payers)[2]** | **RW Cost** | **Total Cost[1]** |
| ***Personnel*** | | | |
| **Communicable Disease Specialist:** (Lopez, A.) ($67,000 x RW 0.522 FTE) Provide MAI EIS Services to African American and Latino unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Perform targeted HIV testing. | **$32,026** | **$34,974** | **$67,000** |
| **SR.Communicable Diseases Specialist:** (Santos, E.) ($70,500 x RW 0.26 FTE) Supervises MAI EIS services to African American and Latino unaware and unmet need populations in service areas 1, 2, and 3 in Riverside County. Identify barriers to care. Assist patient with linkage to medical care and wraparound services. Link newly diagnosed HIV+ to medical care in 30 days or less. Assist patients that have fallen out of care facilitating access to care. Oversees QA activities. | **$52,170** | **$18,330** | **$70,500** |
| **Fringe Benefits** 42% of Total Personnel Costs | **$47,131** | **$22,388** | **$69,519** |
| ***TOTAL PERSONNEL*** | **$159,348** | **$75,692** | **$235,040** |
| ***Other** (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)* | | | |
| Travel: Mileage and Carpool for clinic and support staff to to provide MAI Services to HIV patients at the Riverside, Perris and Indio health care centers (Mileage calculated at .58/mile Fed IRS Rate). | **$1,000** | **$3,456** | **$4,456** |

| | | | |
|---|---|---|---|
| HIV testing kits to perform targeted HIV testing. To help the unaware learn of their HIV statues and receive referral to HIV care and treatment services. | | **$0** | **$0** |
| Office Supplies: Office supplies/equipment to support daily activities at three health care centers. This includes paper, pens, ink, etc. | **$500** | **$2,000** | **$2,500** |
| ***TOTAL OTHER*** | **$1,500** | **$5,456** | **$6,956** |
| **SUBTOTAL (Total Personnel and Total Other)** | **$160,848** | **$81,148** | **$241,996** |
| Administration (limited to 10% of total service budget) (Include a detailed description of items within such as | $16,085 | $8,115 | $24,200 |
| **TOTAL BUDGET (Subtotal & Administration)** | **$176,933** | **$89,263** | **$266,196** |

[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:** 2080
- **Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided:** $ 43

(***This is your agency's RW cost for care per unit***)

| | |
|---|---|
| **[2]List Other Payers Associated with funding in Column A:** | Ryan White Part B |