

**Cooperative Agreement  
Between  
Meridian Behavioral Healthcare, Inc.  
and  
The School Board of Hamilton County, Florida**

**THIS AGREEMENT** ("Agreement") is entered into by and between Meridian Behavioral Healthcare, Inc., a Florida Not for Profit Corporation, 4300 SW 13<sup>th</sup> Street, Gainesville, FL 32608 ("Meridian") and the School Board of Hamilton County, Florida, 4280 SW County Road 152, Jasper, FL 32052, ("School Board").

**WHEREAS**, the School Board desires to purchase certain therapeutic and preventive mental health services to its students who are in need of such services; and

**WHEREAS**, Meridian Behavioral Healthcare, Inc. has professionally trained psychiatrists, mental health counselors, and case managers available to provide such services;

**NOW THEREFORE**, in consideration of the premises and the mutual covenants and conditions contained herein, the Parties agree as follows:

**A. Particulars of This Agreement**

1. Duration: This Agreement shall commence on July 1, 2017 and shall continue until June 30, 2018.
2. Renewability: This Agreement shall not be automatically renewable.
3. Modification: This Agreement may be modified only by separate written agreement appended hereto and signed by both parties.
4. Contract Managers: Contract Manager for Meridian Behavioral Healthcare, Inc. will be Carali McLean, Senior Vice President of Clinical Programs and Business Development or her designee. Contract Manager for the School Board will be Betty Linton, Coordinator of Exceptional Student Education, or her designee.
5. Notices, Authorizations, Billings and Reports: All notices, authorizations, bills and reports, or any other documentation required by this Agreement to be provided by one party to the other shall be sent as follows:

The School Board of Hamilton County, Florida  
P.O. Box 1059

Jasper, FL 32052

Attention: Superintendent Rex. L. Mitchell also with email copy to:  
[rex.mitchell@hamiltonfl.com](mailto:rex.mitchell@hamiltonfl.com)

Meridian Behavioral Healthcare, Inc.

4300 SW 13th Street, Gainesville, FL 32608

Attention: Margarita Labarta, Ph.D., President/CEO

[maggie\\_labarta@mbhci.org](mailto:maggie_labarta@mbhci.org)

Also with email copy to:

Billing To: Betty Linton

Coordinator of Exceptional Student Education

5683 US Highway 129 South

Suite 1

Jasper, FL 32052

also with email copy to: [betty.linton@hamiltonfl.com](mailto:betty.linton@hamiltonfl.com)

Michael Vinson

Director of Business Services

5683 US Highway 129 South

Suite 1

Jasper, FL 32052

also with email copy to: [michael.vinson@hamiltonfl.com](mailto:michael.vinson@hamiltonfl.com)

Carali McLean

Senior Vice President of Clinical Programs and Business Development

Meridian Behavioral Healthcare, Inc

4300 SW 13<sup>th</sup> Street

Gainesville, Florida 32608

also with email copy to [carali\\_mclean@mbhci.org](mailto:carali_mclean@mbhci.org)

**B. Responsibilities of the School Board**

1. **Payment:** School Board shall pay for services rendered to any student who is referred for services pursuant to this agreement, according to the rate plan included in Attachment A. These rates will apply only when the child is not eligible for Medicaid OR when the service provided is not reimbursable under Medicaid rules and limitations.

The School Board shall be billed on a monthly basis by the 15<sup>th</sup> of the month following the provision of services. The Contract shall not exceed \$14,000 annually for mental health services (i.e., counseling) and psychiatric (i.e., medication) services. Payment shall be made monthly upon receipt of a billing invoice from Meridian.

2. Determining Eligibility for Services: The School Board is responsible for determining eligibility for service referral. A student may be referred for services under this Agreement if he/she meets the following conditions:
- a. Is under 22 years of age and is enrolled in the Hamilton County Schools; and
  - b. Is identified as eligible for Exceptional Student Education services and is serviced in a self-contained class and/or has significant behavioral or emotional difficulties; and
  - c. Is in need of mental health services for one or more of the following reasons:
    - 1) Reported family or peer problem that causes significant distress or interference with functioning with peers, at home, or school.
    - 2) Traumatic experience (e.g., abuse, loss of loved one, medical problems, or other crisis) that results in significant distress or interference with functioning with peers, at home, or school.
    - 3) Excessive absenteeism associated with emotional problems.
    - 4) Academic performance below expected level associated with emotional problems.
    - 5) Multiple behavioral difficulties at school associated with emotional problems.
    - 6) Medications require close monitoring and collaboration.
    - 7) Recent change of program placement indicates the need for transitional support.
    - 8) Underage drinking or other substance use
    - 9) In-school suspension
3. Referral Process: The School board will refer eligible students through the principal or his/her designee and the ESE office in accordance with the criteria listed above.

The School Board agrees to designate personnel from each school such as the guidance counselor to be active with Meridian assigned school therapist and Meridian Program Manager for processing referrals and to facilitate having school referred/MERIDIAN involved students prepared i.e. in office area or other designated location, at agreed upon consecutive time slots, for school based clinical sessions.

The School Board understands for school referred/MERIDIAN involved students to be served routinely by MERIDIAN at the schools, the clinician will need to have enough referred students to justify the time and travel involved in getting to those schools. When the referral base is not sufficient, the school referred students will be seen at local MERIDIAN offices instead of the respective school.

4. **Liability and Protection of Health Information:** The School Board agrees to render full cooperation with Meridian in recommending and referring students for counseling and/or consultation. If the School Board is unable to obtain consent for treatment, or facilitate Meridian's obtaining consent for treatment, services cannot be provided. The forms for these parental consents and releases are attached to this Agreement as Attachment D, which is incorporated herein by reference.

Additionally, the School Board agrees to protect confidential health information in accordance with applicable law. Meridian will clearly identify on its face any confidential health information subject to HIPAA which Meridian provides to School Board.

5. **Office Space and Resources:** The School Board agrees to furnish Meridian staff with appropriate workspace at those sites where services are provided. The space does not need to be continuously available, but does need to be suitable for therapy sessions and available when the therapist is on site.

As part of this Agreement; it is required that Meridian staff providing services on premises have access to the internet for the purposes of connecting to Meridian's EMR (Electronic Medical Records) to document care and treatment of clients provided at Hamilton County location(s). Access required will be via secure VPN (Virtual Private Network) and can be delivered either by Ethernet (wired connection) or secure wireless. Any use by Meridian staff of the School Board's internet access will be subject to the School Board's policies and procedures.

**C. Responsibilities of Meridian**

1. **Staffing:** Meridian will provide appropriately qualified staff in sufficient numbers to meet the service demands of this Agreement. Staff will have sufficient education, training and experience to conduct the procedures described in the "Service and Rate Schedule" in Attachment A, which is incorporated herein by reference.
2. **Billing:** Meridian will submit a monthly invoice to the School Board for therapeutic services provided by Meridian staff. Invoices shall include details of the names of each student served and the duration, types, and locations of services provided.
3. **Record Keeping:** Meridian will keep individualized medical treatment records for all individuals served under this Agreement. Storage and release of treatment records shall comply with applicable State and Federal law. Records are the sole property of Meridian. Meridian will keep all student Educational Records in Meridian's possession confidential and exempt in keeping with the provisions of

Section 1002.22, Florida Statutes, and the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. s. 1232g, and the federal regulations issued pursuant thereto.

4. Communication with School Personnel: Meridian staff subcontractors, and agents will obtain parental consent to communicate freely with school personnel about the referred child's progress in treatment. This communication shall be subject to the limits and provisions outlined in the consent. Meridian staff will provide quarterly progress reports on each student served at the special day school under this Agreement. Meridian staff will also maintain a weekly schedule log of services provided. Meridian staff will collaborate with school personnel to plan and implement IEPs and behavior plans for students served under this Agreement. The forms for these parental consents and releases are attached to this Agreement as Attachment D, which is incorporated herein by reference.
5. Scheduling: Meridian staff will provide services within the constraints of the school day and make every effort to minimize disruption to the learning environment.
6. Additional consultation: Meridian will provide consultation and referral services, within Meridian's resource limits, for those students not qualifying for services under this Agreement.
7. Insurance: Meridian shall be responsible for providing adequate liability and malpractice insurance for the activities described in the Agreement and to that end at all times during the existence of this Agreement Meridian will maintain in force and effect insurance as set forth in Attachment B to the "Cooperative Agreement Between Meridian Behavioral Healthcare, Inc. and The School Board of Hamilton County, Florida" for 2017-2018, which is attached and incorporated into this Agreement by reference and Meridian will provide the School Board with proof of this insurance coverage through a Certificate of Coverage and Meridian agrees to maintain in force and effect, at all times during the existence of this contract, liability/malpractice insurance coverage to cover the contracted services. The Contractor will provide the SBHC with evidence of such coverage through a Certificate of Insurance.
8. Level II Background Screening: Prior to any Meridian staff, working with students of the School Board, Meridian's staff must satisfy the following provisions which implement the requirements of Board Policy 8.28, Florida Statute Sections 435.04, 1012.315, 1012.32, 1012.465 (Jessica Lunsford Act), 1012.467 and 1012.468 are included as terms and conditions of this contract:

**Finger Printing and Background Check:**

Meridian will follow procedures for obtaining employees background screening as established by the School Board. To that end Meridian agrees to comply with

all requirements of the School Board's Policy 8.28 and Policy 3.13 and the requirements of Florida Statutes Sections 435.04, 1012.315, 1012.32, 1012.465 (Jessica Lunsford Act) 1012.467 and 1012.468 and any applicable requirements under the new Health and Safety Standards under Chapter 65C-22 and 65C-20, F.A.C. and the 2016 amendments to Section 402.302, and follow-on revisions to 6M-4.620 F.A.C. and 65C-22.003 F.A.C. by certifying that Meridian and Meridian's Staff have completed the mandatory background screenings as required by the referenced policies and statutes. These certifications will be provided to Philip H. Pinello the School Board's Director of Administrative Services or his designee in advance of Meridian providing any/all services under this Agreement. These certifications must be acceptable to Philip H. Pinello in his sole discretion. Meridian will bear the cost of all fingerprinting and acquiring the background screening required hereunder and any/all fees imposed by the Florida Department of Law Enforcement and the School Board to conduct the searches and maintain the fingerprints provided with respect to Meridian and Meridian's staff. Meridian will indemnify and hold harmless the School Board against liability in the form of physical or mental injury, death, or property damage resulting from the Meridian's failure to comply with the requirements of these cited policies and statutes.

**RECIPROCITY OF FLORIDA SCHOOL I.D. BADGES:** If Meridian and Meridian's staff have Level II clearances registered with another Florida school district, they may be able to obtain a School Board vendor i.d. badge. Meridian is to contact Philip H. Pinello Director of Administrative Services or his designee office to verify such clearance and obtain a School Board vendor I.D. badge.

All fingerprinting and background screening expenses will be paid by Meridian. Meridian will immediately notify the School Board and Philip H. Pinello or his designee when Meridian discovers that any employee who has contact with, or may have contact with the School Board's students either commits an act that would disqualify them from student contact, or has an item surface during the five (5) year re-screening that disqualifies them from working with students.

**D. The Parties Jointly Agree**

1. Periodic Meetings: Meridian staff and School Board personnel agree to meet periodically to evaluate the demand for services, caseload and billable units to determine appropriate staffing patterns for this Agreement. The Parties also agree to meet, as needed, to develop or refine procedures related to referral processes.
2. Evaluation: Evaluation of the quality of services will be the joint responsibility of both Parties. Meridian will assess quality of services through documentation auditing and peer review procedures, according to Meridian standards. Additionally, Meridian will seek input from School Board staff on a periodic

basis, including the completion of annual satisfaction surveys. School Board staff will be responsible for assessing student's academic progress.

3. **Non-discrimination Policy:** The School Board and Meridian agree that students will be counseled without regard to race, color, creed, national origin, age, sex, or economic status. Likewise, Meridian shall not use discriminatory practices in the hiring of staff used to provide services under this Agreement.
4. **Independence and Mutual Indemnification:** It is understood that employees of Meridian are not agents or employees of the School Board, and employees of the School Board are not agents or employees of Meridian. Neither party to this Agreement assumes any liability for any acts or omissions of the other party or of the agents or employees of the other party. Meridian agrees to indemnify, defend, and hold the School Board, its officers and employees, harmless from any and all liability of the School Board resulting from Meridian's provision of services pursuant to this Agreement. ,
5. **Effective Date:** This Agreement will be effective following July 1, 2017 and upon its execution by both parties and will expire on June 30, 2018. Prior to its expiration, either party may terminate this Agreement with or without cause, upon thirty (30) days' written notice to the other party.
6. **Default and Remedy:** In the event of the failure of either party to comply with any provision of this Agreement, the non-defaulting party shall notify the defaulting party in writing, stating specifically the provision that gives rise to the default. The defaulting party shall be entitled to a period of fifteen (15) days to cure the default. After such fifteen (15) day period, and the notwithstanding the provisions of paragraph five (5) above, the non-defaulting party may immediately terminate this Agreement by written notice. The failure of either party to exercise this right shall not be construed as a waiver of such right in the event of further default or non-compliance.

**E. Additional Department of Education Compliance Requirements**

1. **Miscellaneous:** This Agreement is to be governed by the laws of the State of Florida. Venue for disputes hereunder shall be in the County and Circuit Courts sitting in Hamilton County, Florida. This contract is non-assignable by Meridian.
2. **General:** Meridian agrees to protect, defend, and save harmless the SBHC against any demand for payment for the use of any patented material, process, device or article that may enter into the manufacture, construction, or form of any part of the materials or services covered by the order; and the Meridian agrees further to indemnify and save harmless the SBHC, its officers, agents and employees from suits or action of every nature and description brought against it for, or on account

of any injuries, death, or damages received or sustained by any party or parties by, or from any of the acts of the Meridian, its employees or agents.

3. Warranty-Materials and Services: Meridian expressly warrants that any materials and all work covered by this Agreement will conform to any specification, drawings, samples or other description, furnished or specified by the School Board, and if materials are provided they will be merchantable, of new material, of good workmanship, and free from defects, and fit and sufficient for the purposes intended.
4. Services: Meridian will cause their staff to perform the services under this Agreement in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified personnel, equipment and materials. If all or any part of the services is found by the School Board to be unprofessional, inadequate, or otherwise defective (regardless of whether or not payment for such services has been made) for reasons attributable to Meridian, Meridian shall re-perform at its own expense that aspect of the services found to be defective.
5. Cancellation/Termination: The School Board may cancel all or any services called for under this Agreement if Meridian does not perform as specified, or if Meridian defaults on any of the terms hereof. In the case of default, the SBHC may procure the services covered under this Agreement from other sources and hold Meridian responsible for any excess expense to the School Board occasioned thereby.
  - a. In any event, the School Board shall have the right to terminate this Agreement, or any services hereunder, for its convenience, including but not limited to circumstances of the School Board's loss or lack or non-appropriation of funds, upon thirty (30) days advance written notice to Meridian. The School Board shall compensate Meridian for services rendered through the date of termination. The School Board shall not be obligated hereunder nor likewise liable to pay Meridian any other costs, losses, damages, or expenses arising out of or related to the termination of this Agreement or any services performed hereunder.
6. Waiver: The waiver by the School Board of any of the terms and conditions of this Agreement shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement, and shall not be construed to be a waiver of any provision, except for the particular instance.
7. Debarment or Suspension: Meridian certifies that neither Meridian nor any of its principals or staff are debarred, suspended, or proposed for debarment for federal financial assistance (e.g. General Services Administration's *List of Parties Excluded from Federal Procurement and Non-Procurement Programs* as amended). Meridian or grantee further certifies that potential sub-recipients,

subcontractors, or any of their principals are not debarred, suspended or proposed for debarment. Federal Acquisition Regulations clause 52.209-6, Protecting the Government's Interest when Sub-Contracting with Contractors, Debarred, Suspended or Proposed for Debarment, as amended, is incorporated herein by reference and is applicable to Agreements greater than \$30,000.

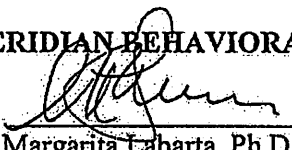
8. Public Entity Crimes Affidavit: A person or affiliate who has been placed on the convicted Bidder's list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO (\$30,000) for a period of 36 months from the date of being placed on the convicted Bidder list.
9. Records Requirement: For Agreements funded by federal funds, Meridian agrees to grant access by the School Board, the Federal grantor agency, the Comptroller General of the United States, the Florida Auditor General or any of their duly authorized representatives to any books, documents, papers, and records of Meridian which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions.
  - a. Meridian agrees to and shall ensure that all required records are retained. This Agreement is also subject to Attachment C, which is attached hereto and incorporated herein by reference, for compliance with Chapter 119, Florida Statutes.
10. Jessica Lunsford Act – Contractor Certification: Meridian personnel include permanent employees, subcontractors, and agents. By accepting this Agreement, Meridian swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with the requirements of the Jessica Lunsford Act, School Board fingerprinting procedures, and the laws of the State of Florida. Failure to comply with the above shall constitute a material breach of this Agreement, and the School Board may avail itself of all remedies pursuant to law. Meridian agrees to indemnify and hold harmless the School Board, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal and mental injury, death, property damages, and attorney fees, arising out of or relating to Meridian's failure to comply with the above. The School Board is required to conduct background screening of anyone coming in contact with the School Board's students. Background screening includes submission of fingerprints (to include employees, agents, and subcontractors) to the FDLE and FBI. The standard to be applied for the screening depends on the nature of the work to be

performed. There are exemptions to the fingerprinting and background screening requirements of the Act. However, even if a contractor is exempt from fingerprinting and background screening, it will be subject to a search of its name against the registration information regarding sexual predators and sexual offenders maintained by the FDLE under s. 943.043 and the national sex offender public registry maintained by the U.S. Department of Justice. For further provisions in this regard see paragraph C.8. above.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the duly authorized individuals below.


"Meridian"

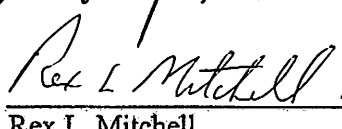

**MERIDIAN BEHAVIORAL HEALTHCARE, INC.**

By:  2-Oct-2017  
Margarita Labarta, Ph.D. Date  
President/CEO

"School Board"

**THE SCHOOL BOARD OF HAMILTON COUNTY**

By:   
Johnny Bullard, Chairman

By:  10/9/17 By:  10/9/17  
Rex L. Mitchell Date Betty Linton Date  
Superintendent ESE Coordinator

Accepted as to form

James Estes Willingham, Jr., attorney for the School Board.

**ATTACHMENT A****SERVICE AND RATE SCHEDULE**

**Service Type:** **Individual Outpatient Services**  
**Description:** Includes individual therapy, clinical on-site and at-home services, family therapy, treatment planning, treatment plan reassessment, psychosocial evaluation, brief (non-psychiatric) clinic visit, collateral therapy, intensive therapeutic on-site services, and individual psycho-educational interventions.  
**Rate of reimbursement:** \$95 per hourly unit; rounded up to the nearest 10-minute increment;  
 Example: 45 minutes is rounded to 50 minutes=  
 0.83 units=\$78.85

**Service Type:** **Group Outpatient Services**  
**Description:** Includes group therapy and group intervention (i.e., psycho-educational) services  
**Rate of reimbursement:** \$20 per hourly unit; rounded up to the nearest 10-minute increment.

**Service Type:** **Psychiatric Evaluation**  
**Description:** Comprehensive psychiatric evaluation  
**Rate of Reimbursement:** \$240 per service event; typically a 1-hour visit

**Service Type:** **Psychiatric Medication Follow-up**  
**Description:** Medication monitoring and follow-up  
**Rate of reimbursement:** \$120 per service event; typically a brief visit

**Service Type:** **Outreach**  
**Description:** Meridian will provide outreach services in the schools to engage students and staff so that appropriate referrals can be made for treatment and other services. Outreach activities will include being available at the schools, assisting school personnel with referral information and questions, participating in staff meetings and individual educational plan discussions.  
**Rate of reimbursement:** \$43.20 per hour, rounded up to the nearest 10-minute increment.

Attachment B to the "Cooperative Agreement Between Meridian Behavioral  
Healthcare, Inc. and The School Board of Hamilton  
County, Florida" for 2017-2018

Insurance Requirements under the "Agreement":

**GENERAL LIABILITY**

1. Meridian shall maintain commercial general liability insurance with a minimum limit of \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 Products/Completed Operations Aggregate for bodily injury and property damage.
2. As work performed under the contract will require contact with students Meridian's insurance coverage must include sexual abuse and molestation.
3. The policy must name The School Board of Hamilton County, Florida, its Officers, Employees, Volunteers and Agents as additional insured using ISO additional insured endorsement CG 20 26 or its equivalent.
4. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs available to The School Board of Hamilton County, Florida using ISO endorsement CG 20 01 or its equivalent.

**AUTOMOBILE LIABILITY**

1. Meridian shall maintain automobile liability insurance with a minimum limit of \$1,000,000 each accident for bodily injury and property damage.
2. Coverage must include all owned, leased, hired, non-owned, and employee non-owned vehicles and, where applicable, provide personal injury protection.

**WORKERS' COMPENSATION/EMPLOYERS' LIABILITY**

1. Meridian agrees to maintain workers compensation coverage in accordance with Chapter 440, Florida Statutes as may be amended from time to time, including employer's liability insurance.
2. The minimum Employers' Liability limits required are \$500,000/\$500,000/\$500,000.
3. Coverage will apply to all those persons rendering services to Meridian for The School Board of Hamilton County, Florida.

4. The policy will provide a Waiver of Subrogation endorsement in favor of The School Board of Hamilton County, Florida, its Officers, Employees, Volunteers and Agents.

#### NOTICE OF CANCELLATION

1. Each insurance policy required by the insurance provisions of this contract shall provide the required coverage and shall not be suspended, voided, or canceled except after thirty (30) days' prior written notice has been given under the Agreement to the School Board except when cancellation is for non-payment of premium; then ten (10) days' prior written notice may be given to the School Board.
2. Such notice shall be sent directly to the School Board at the addresses in the Agreement.
3. If any insurance company refuses to provide the required notice, Meridian or its insurance broker shall notify the School Board of any cancellation, suspension, or non-renewal of any insurance within seven (7) days of receipt by Meridian or its insurance broker of insurer's notification to that effect.

#### PROFESSIONAL LIABILITY

1. Meridian shall maintain professional liability insurance with a minimum limit of \$1,000,000 each claim and \$2,000,000 aggregate covering professional misconduct or lack of ordinary skill for those positions defined in the scope of services in the Agreement.
2. Meridian must provide proof of coverage for up to three (3) years after the completion of the project.
3. Meridian agrees to provide the Board with a certificate or certificates of insurance evidencing the required insurance. Compliance with the requirements of this paragraph shall not relieve the Meridian of its liability and obligations under the Agreement.

Attachment C to the "Cooperative Agreement Between Meridian Behavioral Healthcare, Inc. and The School Board of Hamilton County, Florida" for 2017-2018 (the "Agreement")

Maintenance and Public Access to Records

Under the Agreement and in compliance with F.S. 119.0701(2016) Meridian shall:

- A. Keep and maintain public records that would ordinarily and necessarily be required by the School Board in order to perform the services provided by Meridian under the Agreement. Any documents created by Meridian related to this contract shall be considered a public record. This includes, without limitation, any and all financial, accounting, instructional, curriculum, testing, operational or service records or reports kept, generated or issued as a normal part of the services provided.
- B. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if Meridian does not transfer all the records to the School Board.
- D. Upon completion of the Agreement, transfer, at no cost, to the School Board all public records in possession of Meridian or keep and maintain public records required by the School Board to perform the service. If Meridian transfers all public records to the School Board upon completion of the Agreement, Meridian shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Meridian keeps and maintains public records upon completion of the Agreement, Meridian shall meet all applicable legal

requirements for retaining the type of Public Records kept and maintained by Meridian. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

- E. If Meridian does not comply with a public records request, the School Board shall be entitled to enforce these contract provisions by any legal or equitable means available, including, without limitation, damages, injunctive relief or both.

Failure of Meridian to abide by the terms of this provision shall be deemed a material breach of this Agreement. This provision shall survive any termination or expiration of this Agreement. In the event a civil action is filed against Meridian to compel production of public records where Meridian has unlawfully refused to comply with the public records request within the time required by law, the Plaintiff may be entitled to recover its reasonable costs of enforcement, including reasonable attorney's fees from Meridian as authorized by 119.0701, Fla. Stat.

IF MERIDIAN HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO MERIDIAN'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, MERIDIAN MUST CONTACT

\_\_\_\_\_ THE CUSTODIAN  
OF PUBLIC RECORDS FOR THE SCHOOL  
BOARD AT telephone number \_\_\_\_\_, e-  
mail address: \_\_\_\_\_, and  
mailing address \_\_\_\_\_

\_\_\_\_\_ ) OR, if  
blank, contact Superintendent Rex L. Mitchell, The  
School District of Hamilton County, Florida , 5683  
South US Highway 129, Suite 1, Jasper, Florida  
32052, email: [Rex.Mitchell@hamiltonfl.com](mailto:Rex.Mitchell@hamiltonfl.com)

ATTACHMENT D

PARENTAL RELEASES AND CONSENTS



## Release of Information Form

I hereby authorize Meridian Behavioral Healthcare, Inc. to: ☐ Release AND/OR ☐ Receive the following (Check all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> Treatment Goals and Progress | <input type="checkbox"/> Medical/Psychiatric Assessment & Treatment (Including Labs and Medications) |
| <input type="checkbox"/> Evaluations and Assessments  | <input type="checkbox"/> Information Concerning AIDS/HIV Infection                                   |
| <input type="checkbox"/> Educational Information      | <input type="checkbox"/> Substance Use/Abuse Assessment & Treatment (Including Labs and Medications) |
| <input type="checkbox"/> Behavioral Observation       | <input type="checkbox"/> Other (Specify):  |
| <input type="checkbox"/> Therapy/Counseling Notes     |  |

In compliance with FS 90.503, 394.459(9), 394.4615, 395.3025(2)(3), 397.501(7), and Federal Regulations 45 CFR, Part 164.508 (c)(1) & 42 CFR Part 2.

### Information from the records of:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
S.S#: \_\_\_\_\_

### TO/FROM: Please check all that apply

- ☐ Partnership for Strong Families  
☐ Department of Children & Families  
☐ Social Security Administration  
☐ State Attorney  
☐ Probation/Parole  
☐ Personal Attorney  
☐ Other

For the purpose of (check one) ☐ to assist in the evaluation and treatment of the client. ☐ other (specify)

A signed revocation may be submitted at any time, but Meridian Behavioral Healthcare, Inc. shall not be held liable for any information released prior to its receipt. Information disclosed under this authorization might be redisclosed by the recipient and this redisclosure may no longer be protected by federal or state law.

Your signature on this authorization is not required to receive treatment. This release form shall be valid for (check one):

- ☐ A single disclosure OR ☐ A continuing disclosure for 90 days from signature date below.  
☐ A continuing disclosure for 1 year from signature date below.

### To Receiving Agency:

**PROHIBITION OF RE-DISCLOSURE:** This information has been disclosed to you from records whose confidentiality is protected. Any further disclosure is strictly prohibited unless the client provides specific written consent for the subsequent disclosure of this information. A general authorization for the release of medical or other information is not sufficient to waive confidentiality of these records.

I acknowledge that I have read, or have had read to me, this authorization and fully understand its contents. I understand that signing this authorization is voluntary. My treatment, payment, enrollment in a health plan, or eligibility for benefits will not be conditioned upon my authorization of this disclosure.

Signature of Client		Date:
Signature of Legal Guardian/Parent		Date:
Witness		Date:

**AUTHORIZATION FOR THE RELEASE OF EDUCATIONAL, MEDICAL,  
PSYCHOLOGICAL OR OTHER TREATMENT RECORDS AND INFORMATION**  
**[MUST BE WITNESSED BY A SCHOOL BOARD EMPLOYEE OR NOTARIZED]**

I, \_\_\_\_\_, the parent or guardian of \_\_\_\_\_,  
whose social security number is XXX-XX-\_\_\_\_\_ and whose date of birth is \_\_\_\_\_ (the  
"Child"), HEREBY AUTHORIZE the following custodians of the Child's records, to furnish and release as indicated  
below, any and all student or patient records pertaining to the Child, maintained in their respective custody and control,  
including, but not limited to any and all student records, medical evaluations, psychological evaluations and any other  
pertinent records that may be deemed necessary by the receiving party for the purpose of ☐ Review ☐ Evaluation ☐  
☒ Diagnosis ☐ Development of Education Plan ☐ Other. Such authorization shall also provide for the oral  
exchange of information between the designated parties regarding the Child.

(CHECK ALL THAT APPLY)

☐ The School Board of Hamilton County, Florida ("HCSB") is authorized to release:

TO:

\_\_\_\_\_  
(NAME OF RECIPIENT)

\_\_\_\_\_  
(ADDRESS)

\_\_\_\_\_  
AND/OR

☐ \_\_\_\_\_ is authorized to release:

TO: The School Board of Hamilton County, Florida

\_\_\_\_\_  
(NAME OF SCHOOL)

\_\_\_\_\_  
(SCHOOL CONTACT)

\_\_\_\_\_  
(SCHOOL ADDRESS)

The foregoing authorization shall expire after 2 years from the date of this authorization or until revoked by me  
in writing to the custodian of such records. The records may be released upon receipt of a copy or fax of this  
authorization.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

WITNESS:

(Witness must be a HCSB employee)

PARENT or GUARDIAN

Name: \_\_\_\_\_

School or Dept/Title: \_\_\_\_\_

Name: \_\_\_\_\_

Identification Verified (include No.): \_\_\_\_\_

(State issued Driver's License, State issued photo I.D. or Passport)

===== OR =====

COUNTY OF \_\_\_\_\_)

STATE OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_,  
who is personally known to me OR has provided \_\_\_\_\_ as identification.

(SEAL)

NOTARY PUBLIC

STATE OF \_\_\_\_\_ AT LARGE

COMMISSION EXPIRES: \_\_\_\_\_

Records received by HCSB shall become part of the Child's educational records and subject to release upon legitimate request-