



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing

Michael J. Woodall, CPPO, Purchasing Agent

813/794-2221 Fax: 813/794-2111

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October 15, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Early Childhood Programs
Partnership Agreement
Cobbe Dental Associates

In the past, the School District has utilized dental provider agreements in order to give Head Start and Early Head Start children dental services. The attached agreement has been developed to comply with the requirements of State Statute 1304.20 (c) (3) (i) and (ii), Head Start Performance Standards, so children can be screened for dental needs with follow-up services. Please reference the attached memo from Angela Porterfield, Director of Early Childhood Programs. Anticipated total expenditures are \$25,000, using Head Start funds. This contract has been reviewed and approved by Ms. Nancy Alfonso, School Board Attorney, on April 25, 2012.

The services covered under this contract are considered professional services, and are, therefore, exempt from the competitive pricing requirements as outlined in DOE's Section 6A-1.012(11)(a). This contract will commence upon Board approved and expire on July 31, 2014.

At this time, we respectfully request your approval to enter into the attached agreement with the above-referenced facility for the Head Start and Early Head Start dental needs.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

MJW/dr

Attachment(s)

Date/Time: October 9, 2013 09:17:00

(813) 794-2000 • (352) 524-2000 • (727) 774-2000 • www.pasco.k12.fl.us



Contract # 2014000658

DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Memo # ECP-005-13/14

Contact: Angela Porterfield *cap*

Ext. # 42432

DATE: October 15, 2013

TO: HONORABLE SCHOOL BOARD MEMBERS

FROM: Kurt S. Browning, Superintendent of Schools
Amelia Van Name Larson, Assistant Superintendent for Student Achievement

SUBJECT: Partnership Agreement- Cobbe Dental Associates

Introduction:

The Head Start and Early Head Start grants require that children be screened for dental needs and that follow-up be provided as needed. Head Start Performance Standards 1304.20 (c) (3) (i) & (ii), require dental follow-up to ensure that a child's teeth and gums are healthy and that dental health problems do not affect a child's overall health. The dental agreements are necessary to document the willingness of individual community health providers to charge Head Start and Early Head Start Medicaid rates for their services when no other funding source is available.

Description:

The agreement with Cobbe Dental Associates has been updated and approved by the Policy Council on September 11, 2013.

Strategic Focus: Engage Families, Communities, and Business

Strategic Goal: The district and schools will communicate with and engage all stakeholders in the educational process.

Action Requested:

Approval of the updated agreement with Cobbe Dental Associates is necessary in order to satisfy Head Start program health services requirements.

Recommendation:

The staff respectfully requests the approval of the 2013-14 updated agreement with Cobbe Dental Associates and the Pasco County Head Start Program.

District School Board of Pasco County
Head Start/Early Head Start
Partnership Agreement with Cobbe Dental Associates
2013-14 Fiscal School Year


Pasco County Early Childhood Programs and Cobbe Dental Associates agree to work together to provide dental services for children accepted/enrolled in Head Start/Early Head Start during the 2013-2014 fiscal school year, August 1, 2013 - July 31, 2014. **NO APPOINTMENTS CAN BE SCHEDULED AND NO TREATMENTS CAN BE PERFORMED BEFORE AUGUST 1, 2013.**

Funds to reimburse services are provided by the Federal Head Start/Early Head Start grants for those children who do not have current Medicaid eligibility or other health insurance. Head Start/Early Head Start funds may be used for professional dental services when no other source of funding is available. Cobbe Dental Associates will verify Medicaid or other insurance coverage when services are provided to ensure that Head Start/Early Head Start is the payor of last resort. Cobbe Dental Associates will verify that any infants, toddlers and preschool children requesting treatment are currently enrolled in the Head Start/Early Head Start program before services are provided. Parent/Guardian will provide a copy of their program acceptance letter as verification.

The dentist/agency agrees to provide services as outlined in the dental treatment guidelines, (Exhibit "A") which include the following policies:

1. Services for uninsured children will be reimbursed at Medicaid rates.
2. Medicaid rate payment will be accepted as payment in full for covered services.
3. Services provided will follow Head Start/Early Head Start dental treatment guidelines.
4. Prior approval will be obtained for treatment costing greater than \$500 by faxing (727-774-2736) the estimate of treatment to the program bookkeeper for separate purchase order approval.
5. The Early Childhood Programs will be provided a signed summary of services at the end of each appointment showing the charges for the services.
6. All purchase orders will be closed and no longer usable for appointment dates/charges after July 31, 2014 of the program year. Outstanding bills cannot be accepted for payment after August 31, 2014 of the program year.


I have read the above, and agree to provide dental services to children enrolled in Pasco County Head Start/Early Head Start as outlined therein.




Dr. Michael T. Cobbe, Executive Director Date
Cobbe Dental Associates
6606 Forest Ave.
New Port Richey, FL 34653



Angela Porterfield, Director Date 8/22/13
Pasco County Early Childhood Programs



Michael J. Woodall, CPPO Date 9-30-13
Purchasing Agent
District School Board of Pasco County



Jamie Blaine, Chairman Date 9/11/13
Head Start/Early Head Start Policy Council

Cynthia Armstrong, Chairman Date
District School Board of Pasco County

Exhibit A

Dental Treatment Guidelines

The dentist will provide treatment to Head Start/Early Head Start participants assigned to him/her under the following conditions:

Covered Services:

Because of budget limitations, Head Start/Early Head Start can provide only those services, which will give the greatest long-term benefit to the participant. Please contact the program office to discuss exceptions on a per-participant basis.

1. Prophylaxis is allowed for all participants.
2. Fluoride treatment may be provided to all children.
3. Teeth not restored may be extracted when deemed necessary at the sole discretion of the dentist.
4. Polycarbonate crowns are not to be used.
5. Bitewing and limited periapical x-rays are the only x-rays permitted, if they are indicated.

Method of Payment:

1. If a participant is not covered under Medicaid or any other insurance, the program will pay for services. The dentist will be reimbursed by the District School Board of Pasco County through a purchase order.
2. A standing purchase order will be issued to the dental office ~~by August~~ *upon Board Approval of Contract* to:
 - a. Cover initial dental examinations of non-Medicaid participants preparing to enter the program.
 - b. Cover treatment costs of \$500 per participant or less during the program year.
3. Prior approval should be obtained from the program bookkeeper for treatment costing greater than \$500.
4. The approval should be obtained by faxing the request to the Early Childhood Programs Bookkeeper (727-774-2736). A separate purchase order may be issued. Treatment should not begin until the dental office receives approval. The Early Childhood Programs Bookkeeper will contact the dental provider to confirm approval.

Documentation of Service:

1. Prior to beginning dental treatment, the dentist will provide the program with a treatment plan and cost estimate for each child. The program requires both Medicaid and non-Medicaid treatment plans. An itemized statement of completion is also required for both Medicaid and non-Medicaid children.
2. Families of enrolled children will be provided with a yellow Dental Exam Form "H108" and shall be instructed to make an appointment with the dental provider of their choice. After each visit, this completed form should be returned to the Program by the family. Head Start/Early Head Start staff may obtain the dental form from the dental provider if necessary. Head Start/Early Head staff can provide transportation and other needed assistance in order to increase compliance.

[Signature]
 Dr. Michael T. Cobbe, Executive Director Date
 Cobbe Dental Associates

[Signature] 8/22/13
 Angela Porterfield, Director Date
 Pasco County Early Childhood Programs

CONTRACT REVIEWED
 AND APPROVED:
[Signature] 9.30.13

