

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 727/774-2221 TDD: 813/794-2484 352/524-2221 email: mwoodall@pasco.k12.fl.us

October 15, 2013

MEMORANDUM

TO:

Honorable School Board Members

FROM:

Michael J. Woodall, CPPO, Purchasing Agent Wow

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





Kurt S. Browning, Superintendent of Schools

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

Memo # ECP-005-13/14 Contact: Angela Porterfield 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.

W1902/004

District School Board of Posco 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 acretices 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 avoilable. 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, todd lers and preschool children requesting treatment are currently enrolled in the Head Start/Early Head Stort program before services are provided. Parent/Quardian 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 Medicald rates.
- 2. Medicald 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 supparate purchase order approval.
- The Early Childhood Programs will be provided a signed summary of services at the end of
 each appointment aboving 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 rose 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 Duntal Associates

6606 Forest Ave. New Port Richey, FL 34653

148M LOLL MICHOL¹ LD 54022

Michael J. Woodall, CPPO

Purchasing Agent

District School Board of Pasco County

Angela Porterfield, Director Date
Pasco County Barly Childhood Programs

Jamie Blaine, Chairman

Date

Head Start/Early Head Start Policy Council

Cynthia Armstrong, Chairman District School Board of Pasco County Date

Date

Exhibit A

Dental Treatment Guidelines

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

Covered Burricou

Because of budget limitations, Head Start/Early Head Start can provide only those services, which will give the ground 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 regioned may be extracted when deemed necessary at the sole discretion of the dentist.
- Polycarbonate crowns are not to be used.
- Bitewing and limited parlapical 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. u fon Board Afflowal of Contract
- 2. A standing purchase order will be issued to the dental office by
 - Cover initial dental examinations of non-Medicaid participants preparing to enter the program.
 - Cover treatment costs of \$500 per participant or less during the program year.
- 3. Prior approval should be obtained from the program bookkeaper 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 dontal 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 callinute for each child. The program requests both Medicald and non-Medicald treatment plans. An itemized statement of completion is also required for both Madicald and non-Madicald children.
- 2. Families of enrolled children will be provided with a yellow Dentel 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 denial form from the dental provider if necessary. Head Stant/Early Head staff can provide transportation and other needed axalstance in order to increase compliance./

Dr. Michael T. Cobbe, Execulive Duscust

Cobbs Dental Associator

Angela Portelfield, Director

Pasco County Enrly Childhood Programs

CONTRACT REVIEWED AND APPROVED:

W 9.30.13

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Attachment A - Cobbs Deniel Associates

This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency A) making it illegal or impossible to provide facilities or hold the events. Should Cobbe Dental Associates cancel this contract for reasons other than Act of God, etc., and another date time cannot be mutually agreed upon. Cabba Dental Associates shall refund all montes (including deposits) to the School Board.

In addition, when the Department of Homeland Security Issues a "Red Alort Status," the District School Board of Pasco County has the right to cancel this agreement without penalty and Cobbe Dental Associates shall refund all monies (including deposits) to the School Board within thirty (30) calendar days.

- Cobbe Dental Associates hereby agrees to Indemnify and save harmless the contracting party and the contracting B) party's representative, successors, and assigns from and against any and all costs, damages, losses, demands. claims, aplions and causes of actions whoteoever arising from or connected with the engagement to the same which do not also from act or omissions within the reasonable control of the contracting party.
- Termination of Contract: This contract may be terminated when it is in the bast interest of the District within 30 days C) notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of nonperformance will be excluded from future business with the District for the full term of the contract plus one year.
- Venue for any and all legal aution reparding or arising out of the transaution covered herain shall be solely in the D) appropriate Court In and for Passo County, State of Florida.
- This contract is governed by the laws put forth by the State of Florida. E)
- The Behool Board normally issues payment for services within 30 days from receipt of Involces, provided the services F heve been received in a satisfactory and proper manner. No advance payments will be made.
- The company and/or individual shall remain independent and not an employee or agent of the Board for the purpose (a) of providing services not otherwise available to the Board.
- Cobbe Dental Associates shall not assign, sublet, or otherwise dispose of, without first obtaining the written consent HI of the Board, any portion of services to be performed under this contract.
- Ocbbe Dental Associates shall comply with all applicable laws, ordinances, codes, and statutes of any and all local. 1) state of national governing bodies included within this section. Cobbe Dental Associates shall comply with the regulations of the Civil Rights Act of 1984, in which no person in the United States shall on the grounds of race, craed, color, or netlonal origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this Contract.
- Children receiving treatment at Cobbe Dental Associates will be accompanied at all times by a parent or by a level if J) screened employee of the District School Board of Paggo County.

Dr. Michael T. Cobbe, Executive Director

Date

Michael J. Woodall, CPPO

Cobba Dantal Associates

Purchasing Agent

District School Board of Pasco County

Angela Porteilleld, Director Early Childhood Programs