



**Office of State Courts Administrator
P.O. Box 104480
2112 Industrial Drive
Jefferson City, Missouri 65110- 4480**

AMENDMENT 001
RFP NO. OSCA 14-042
**TITLE: Specialized Treatment Provider
for Treatment Court**
ISSUE DATE: March 5, 2014

CONTACT: Russell Rottmann
PHONE NO.: (573)522-6766
E-MAIL: osca.contracts@courts.mo.gov

RETURN PROPOSALS NO LATER THAN: MARCH 17, 2014

MAILING INSTRUCTIONS: Print or type **RFP Number** and **Return Due Date** on the lower left hand corner of the envelope or package.

RETURN PROPOSAL TO:
(U.S. Mail)
Office of State Courts Administrator
Attn: Contract Unit
PO Box 104480
Jefferson City Mo 65110 - 4480

(Courier Service)
Office of State Courts Administrator
Attn: Contract Unit
2112 Industrial Dr
Jefferson City Mo 65109

CONTRACT PERIOD: DATE OF AWARD THROUGH JUNE 30, 2015

DELIVER SUPPLIES/SERVICES FOB DESTINATION TO THE FOLLOWING ADDRESS:

VARIOUS LOCATIONS THROUGHOUT THE STATE OF MISSOURI

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions Request for Proposal. The vendor further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order or when this RFP is countersigned by an authorized official of the Office of State Courts Administrator, a binding contract shall exist between the vendor and the Office of State Courts Administrator.

SIGNATURE REQUIRED

AUTHORIZED SIGNATURE <i>John H. Gary</i>		DATE <i>3-12-14</i>
PRINTED NAME John H. Gary		TITLE Executive Director
COMPANY NAME Gibson Recovery Center, Inc.		
MAILING ADDRESS 340 S. Broadview		
CITY, STATE, ZIP Cape Girardeau, MO 63703		
E-MAIL ADDRESS garyj@gibsonrecovery.org		FEDERAL EMPLOYER ID NO. 43-1187400
PHONE NO. (573) 332-0416	FAX NO. (573) 335-2698	

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS: <i>AS SUBMITTED EXCEPT FOR VIRTUAL COUNSELING</i>		
CONTRACT NO. <i>OSCA 14-042-16</i>	CONTRACT PERIOD <i>July 1, 2014 through June 30, 2015</i>	
CONTRACTS COORDINATOR <i>Hubert J. Connor</i>	DATE <i>4-22-2014</i>	DEPUTY STATE COURTS ADMINISTRATOR <i>[Signature]</i>

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ISSUE DATE: March 5, 2014

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COMPANY NAME Gibson Recovery Center, Inc.		
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CITY, STATE, ZIP Cape Girardeau, MO 63703		
E-MAIL ADDRESS garyj@gibsonrecovery.org		FEDERAL EMPLOYER ID NO. 43-1187400
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CONTRACTS COORDINATOR	DATE	DEPUTY STATE COURTS ADMINISTRATOR



**Office of State Courts Administrator
P.O. Box 104480
2112 Industrial Drive
Jefferson City, Missouri 65110- 4480**

RFP NO. OSCA 14-042
**TITLE: Specialized Treatment Provider
for Treatment Court**
ISSUE DATE: February 24, 2014

CONTACT: Russell Rottmann
PHONE NO.: (573)522-6766
E-MAIL: osca.contracts@courts.mo.gov

RETURN PROPOSALS NO LATER THAN: MARCH 17, 2014

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Office of State Courts Administrator
Attn: Contract Unit or
PO Box 104480
Jefferson City Mo 65110 - 4480

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Attn: Contract Unit
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Jefferson City Mo 65109

CONTRACT PERIOD: DATE OF AWARD THROUGH JUNE 30, 2015

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COMPANY NAME Gibson Recovery Center, Inc.		
MAILING ADDRESS 340 S. Broadview		
CITY, STATE, ZIP Cape Girardeau, MO 63703		
E-MAIL ADDRESS garyj@gibsonrecovery.org		FEDERAL EMPLOYER ID NO. 43-1187400
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PRICING PAGE

The vendor must provide firm, fixed prices for the services identified below. Should a contract award be made based upon the vendor's proposal, the prices stated herein shall be legally binding for the entire contract period.

Service Description	Vendor Firm, Fixed Unit Price	Unit of Service
Assessment	\$60.00	Per assessment
Assessment option (Multi-axial)	\$120.00	Per assessment
Assessment update	\$40.00	Per assessment
Case Management/Community Support	\$11.00	Per ¼ hour
Communicable Disease Assessment/Education/Testing	\$2.50	Per ¼ hour
Day Treatment	\$66.00	Per day
Detoxification (Social Setting)	\$66.00	Per day
Detoxification (Modified Medical)	\$132.00	Per day
Early Intervention (Intake)	\$13.86	Per ¼ hour
Early Intervention (Group Education)	\$2.75	Per ¼ hour
Early Intervention (Motivational Interviewing-Individual)	\$13.86	Per ¼ hour
Extended Day Treatment	\$66.00	Per day
Family Conference	\$11.00	Per ¼ hour
Family Therapy	\$12.00	Per ¼ hour
Group Counseling (Associate SA Counselor)	\$3.00	Per ¼ hour
Group Counseling (QSAP)	\$3.00	Per ¼ hour
Group Counseling (Collateral relationship)	\$3.00	Per ¼ hour
Group Education	\$2.75	Per ¼ hour
Group Education (Trauma Related)	\$2.95	Per ¼ hour
Individual Counseling	\$13.86	Per ¼ hour
Individual Counseling (Collateral Relationship)	\$13.86	Per ¼ hour
Individual Counseling (Co-Occurring Disorder)	\$13.86	Per ¼ hour

Individual Counseling (Trauma Related)	\$13.86	Per ¼ hour
Medication Services	\$27.50	Per ¼ hour
Medication: [Medication Assisted Treatment (MAT)]	As pres	Per prescription
Missouri Recovery Support Specialist (MRSS)	\$10.00	Per ¼ hour
Missouri Recovery Support Specialist Peer (MRSS-P)	\$8.00	Per ¼ hour
Relapse Prevention Counseling	\$13.86	Per ¼ hour
Residential Support	\$20.62	Per day
Treatment Court Day	\$11.25	Per ¼ hour
Virtual Counseling (Group)	\$3.25	Per ¼ hour
Virtual Counseling (Individual)	\$14.36	Per ¼ hour
Drug/Alcohol Testing: Sample Collection Only (Lab conf. only)	\$10.00	Per test
Sample Collection with 1-panel on-site provided by vendor	\$4.00	Per test
Sample Collection with 2-panel on-site provided by vendor	\$5.00	Per test
Sample Collection with 3-panel on-site provided by vendor	\$5.50	Per test
Sample Collection with 4-panel on-site provided by vendor	\$6.00	Per test
Sample Collection with 5-panel on-site provided by vendor	\$6.50	Per test
Sample Collection with 6-panel on-site provided by vendor	\$7.00	Per test
Sample Collection with 7-panel on-site provided by vendor	\$9.00	Per test
Sample Collection with 8-panel on-site provided by vendor	\$9.50	Per test
Sample Collection with 9-panel on-site provided by vendor	\$10.00	Per test
Drug Testing: Sample Collection and On-Site Test (Kit provided by Treatment Court)	\$5.00	Per test
Drug Testing: Breathalyzer (Equipment provided by vendor)	\$5.00	Per test
Drug Testing: Breathalyzer (Equipment provided by Treatment Court)	\$5.00	Per test

Evidence Based Program and Practice curriculum being utilized:

GRC currently utilizes in its treatment court programs the following EBP and curricula

- Moral Reconciliation Therapy (MRT)
- Living in Balance

- Matrix Model

Which Cognitive Behavioral intervention staff is qualified to deliver:

GRC currently has staff trained to provide Moral Reconciliation Therapy (MRT), Gorski's Relapse Prevention, Seeking Safety for Trauma

Please indicate if Medication Assisted Treatment (MAT) is provided. If you do not provide MAT, how and with whom MAT services are arranged and how all services are coordinated.

GRC provides Medication Assisted Treatment (MAT) as an option for all program participants.

Below is a list of the Judicial Circuits and Counties in the State of Missouri. Check either the applicable counties or the entire Judicial Circuit(s) that your agency shall provide services. Check the appropriate level of service and the applicable gender that shall be provided: DWI, Adult, Veterans, Family and Juvenile.

JUDICIAL CIRCUIT	COUNTY	DWI	ADULT	FAMILY	VETERANS	JUVENILE	MALE	FEMALE
1	Clark							
1	Schuyler							
1	Scotland							
2	Adair							
2	Knox							
2	Lewis							
3	Grundy							
3	Harrison							
3	Mercer							
3	Putnam							
4	Atchison							
4	Gentry							
4	Holt							
4	Nodaway							
4	Worth							
5	Andrew							
5	Buchanan							
6	Platte							
7	Clay							

8	Carroll							
8	Ray							
9	Chariton							
9	Linn							
9	Sullivan							
10	Marion							
10	Monroe							
10	Ralls							
11	St. Charles							
12	Audrain							
12	Montgomery							
12	Warren							
JUDICIAL	COUNTY	DWI	ADULT	FAMILY	VETERANS	JUVENILE	MALE	FEMALE
CIRCUIT								
13	Boone							
13	Callaway							
14	Howard							
14	Randolph							
15	Lafayette							
15	Saline							
16	Jackson							
17	Cass							
17	Johnson							
18	Cooper							
18	Pettis							
19	Cole							
20	Franklin							
20	Gasconade							
20	Osage							
21	St. Louis							

22	St. Louis City							
23	Jefferson							
24	Madison							
24	St. Francois							
24	Ste. Genevieve							
24	Washington							
25	Maries							
25	Phelps							
25	Pulaski							
25	Texas							
26	Camden							
26	Laclede							
26	Miller							

JUDICIAL CIRCUIT	COUNTY	DWI	ADULT	FAMILY	VETERANS	JUVENILE	MALE	FEMALE
26	Moniteau							
26	Morgan							
27	Bates							
27	Henry							
27	St. Clair							
28	Barton							
28	Cedar							
28	Dade							
28	Vernon							
29	Jasper							
30	Benton							
30	Dallas							
30	Hickory							
30	Polk							
30	Webster							
31	Greene							

32	Bollinger	X	X	X			X	X
32	Cape Girardeau	X	X	X			X	X
32	Perry	X	X	X			X	X
33	Mississippi	X	X	X	X	X	X	X
33	Scott	X	X	X	X	X	X	X
34	New Madrid	X	X	X	X	X	X	X
34	Pemiscot							
35	Dunklin							
35	Stoddard							
36	Butler							
36	Ripley							
37	Carter							
37	Howell							
37	Oregon							
37	Shannon							
JUDICIAL CIRCUIT	COUNTY	DWI	ADULT	FAMILY	VETERANS	JUVENILE	MALE	FEMALE
38	Taney							
38	Christian							
39	Barry							
39	Lawrence							
39	Stone							
40	McDonald							
40	Newton							
41	Macon							
41	Shelby							
42	Crawford							
42	Dent							
42	Iron							
42	Reynolds							
42	Wayne							

43	Caldwell							
43	Clinton							
43	Daviess							
43	DeKalb							
43	Livingston							
44	Douglas							
44	Ozark							
44	Wright							
45	Lincoln							
45	Pike							

RENEWAL OPTION

Gibson Recovery Center, Inc. agrees that the original contract period shall be as stated in the Request for Proposal. The contract shall not bind, nor purport to bind the state for any contractual commitment in excess of the original contract period. The agency understands that OSCA shall have the right, at its sole option, to renew the contract for five additional on-year periods, or any portion thereof. In the event that OSCA exercises such right, all terms and conditions, requirements and specifications of the contract shall remain the same and apply during the renewal period, pursuant to applicable option clauses of this document. OSCA reserves the right to offer or to request renewal of the contract at a price less than quoted as well as request additional testing for new substances.

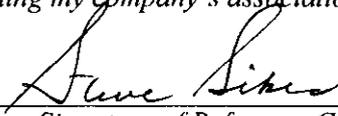
EXHIBIT A

PRIOR EXPERIENCE

The offeror should copy and complete this form for each reference being submitted as demonstration of the offeror and subcontractor's prior experience. In addition, the offeror is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Offeror Name or Subcontractor Name: Gibson Recovery Center, Inc.	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	33 rd Judicial Circuit
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	P. O, Box 369 Charleston, MO 63834
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Steve Sikes, Treatment Court Administrator 573-545-4459 Steve.Sikes@courts.mo.gov
Dates of Prior Services:	August 1, 2013- February 28, 2014
Dollar Value of Prior Services:	\$40,686.36
Description of Prior Services Performed:	Provide substance abuse treatment services, assessment, individual therapy, intake, group education and counseling, crisis intervention, residential, detoxification, relapse prevention counseling, family therapy and drug testing.

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:



Signature of Reference Contact Person

3-11-14

Date of Signature

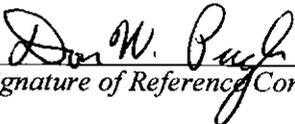
EXHIBIT A

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Offeror Name or Subcontractor Name: Gibson Recovery Center, Inc.	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Cape Girardeau County Mental Health Board
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	664 Hickory Hills Jackson, MO 63755
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Don Pugh
Dates of Prior Services:	January 1, 2013-December 31, 2014
Dollar Value of Prior Services:	\$102,250.00
Description of Prior Services Performed:	Provide substance abuse treatment services, assessment, individual therapy, intake, group education and counseling, crisis intervention, residential, detoxification, relapse prevention counseling, family therapy and drug testing.

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:



Signature of Reference Contact Person

10 Mar. '14

Date of Signature

EXHIBIT A

PRIOR EXPERIENCE

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Offeror Name or Subcontractor Name: Gibson Recovery Center, Inc.	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	32 nd Judicial Circuit
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	100 Court Street, Suite 103 Jackson, MO 63755
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Sheila Sauer, Drug Court Administrator 573-576-0004 or 573-204-2691 Sheila.Sauer@courts.mo.gov
Dates of Prior Services:	July 1, 2013- February 28, 2014
Dollar Value of Prior Services:	\$24,324.65
Description of Prior Services Performed:	Provide substance abuse treatment services, assessment, individual therapy, intake, group education and counseling, crisis intervention, residential, detoxification, relapse prevention counseling, family therapy and drug testing.

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:



Signature of Reference Contact Person

3-12-14

Date of Signature

EXHIBIT B

PERSONNEL EXPERTISE SUMMARY

(Complete this Exhibit for personnel proposed. Resumes or summaries of key information may be provided)

Personnel	Background and Expertise of Personnel and Planned Duties
1. John Gary Executive Director Administrative Oversight	Years Experience: 28 Certified Reciprocal Advanced Alcohol and Drug Counselor (CRAADC); SATOP Qualified Professional (SQP) Mr. Gary will provide administrative and fiscal oversight of OSCA programs.
1. Ryan Essex Chief Operating Officer Administrative/Clinical Oversight	Years Experience: 11 Certified Criminal Justice Addiction Professional (CCJP); SATOP Qualified Professional (SQP) Mr. Essex will provide administrative and clinical oversight of OSCA programs.
2. John B. Ritter Site Manager Clinical Supervision	Years Experience: 9 Certified Reciprocal Alcohol and Drug Counselor (CRADC) Mr. Ritter will provide clinical supervision and clinical services.
3. John Nimmo Counselor Counselor – Trauma and Co-Occurring Disorders	Years Experience: 23 Licensed Professional Counselor (LPC) Mr. Nimmo will provide clinical services including substance abuse individual counseling, group counseling and education, trauma and co-occurring counseling.
4. George Bathen Counselor Substance Abuse counselor	Year Experience: 23 Certified Reciprocal Alcohol and Drug Counselor (CRADC) Mr. Bathen will provide substance abuse individual counseling, as well as group counseling and education.
5. Tina Russell Counselor Substance Abuse counselor	Years Experience: 1 Recognized Associate Substance Abuse Counselor (RASAC) Ms. Russell will provide substance abuse individual counseling, as well as group counseling and education.
6. Agnes Mason Community Support Advocate	Years Experience : 31

Case Management	BA, Social Work Ms. Mason will provide case management services for program participants.
-----------------	--

JOHN H. GARY

CERTIFICATIONS AND MEMBERSHIPS:

President, Missouri Substance Abuse Counselors Certification Board, Inc.
Certified Advanced Substance Abuse Counselor, State of Missouri
SATOP Certified, State of Missouri
Missouri Regional Advisory Committee for Substance Abuse Counselors
HIV Consultation Training, Bureau of AIDS Prevention
Chairman, State of Missouri African-American Task Force
Missouri Governor's Appointee, Co-Occurring Disorder Committee
Chairman of the Board, Opportunity Outreach Family Center-Charleston, MO
National Diamond Award

EXPERIENCE:

- 2/1999 - Present Gibson Recovery Center, Cape Girardeau, MO -Executive Director
Responsible for the day to day administration and management of all activities and operations of the center. Duties include fiscal management, maintaining standards of quality treatment, planning and implementing new service programs.
- 11/1997-2/1999 Diversified Treatment Services, Incl. Poplar Bluff, MO - Clinical Director
Duties: Responsible for both inpatient and outpatient programs. Develop and implement standards for all treatment programs. Serve on Missouri State Advisory Committee charged with revising standards. Passed audits for one federal certification and two state certifications.
Inpatient Coordinator duties: Responsible for operation of a 24-bed co-ed facility and 6-bed detox unit. Hired, scheduled and supervised clinical and direct care staff. Adhered to state certification requirements and agency policies and procedures. Reduced billing errors by 95%.
- 4/1996 -11/1997 Accredited Traffic Offender Program, LLC -Program Director
Duties: Responsible for implementation of the Weekend Intervention Program for adult offenders and the Adolescent Diversion Education Program. Design programs, supervise group counselors and implement group education programs to address the harmful effects of drinking and driving.
- 3/1997-11/1997 Traffic Safety Awareness Program - SATOP Counselor
Duties: Facilitate education group for DWI offenders and provide individual counseling. Assess offenders for appropriate assigned level of SATOP programs
- 1/1997-10/1997 DART, St. Louis, MO - Inpatient Substance Abuse Counselor
Duties: Responsible for screenings, assessments and intakes. Coordinator for drug court referred clients. Developed successful treatment and discharge plans.

1996 - 1997 Bridgeway Counseling Services, Inc., Ferguson, MO - Chemical Dependency Counselor
Duties: Responsible for screening and intake assessment, individual and group counseling, treatment planning, case management regarding courts and probation and parole, discharge planning, crisis management, supervised counselors in training and conducted clinical staff meetings.

1987 - 1996 Gibson Recovery Center, Inc., Cape Girardeau, MO - Senior Outpatient Counselor
Duties: Responsible for screening and intake assessment, individual and group counseling, treatment planning, case management regarding courts and probation and parole, discharge planning, crisis management, worked closely with dual-diagnosis clients.

Case Manager/Group Home Supervisor Duties: Served as liaison between clients and agencies such as the Dept. Of Family Services, Social Security, Employment Security and medical services according to client needs; involved in treatment planning; handle public relations assignments; supervision of case managers in all areas; developed reciprocal services among community agencies. Oversaw operation of an eight-bed co-ed group home; adhered to state certification requirements and monitored placement of dual-diagnosis clients.

Technician/Counselor in Training duties: Exercised the twelve core functions with a case-load of 8 to 10 dual-diagnosis clients and monitored the progress of 22 long-term residents. Responsible for training of new staff, quality assurance, and conducting and reporting monthly disaster drills.

Residential Supervisor duties: Responsible for treatment planning, direct supervision and crisis intervention for 22 residents in a long-term program. Oversaw federal pre-trial contract focusing on random urinalysis and evaluations of federal probationers.

1989 - 1993 Cottonwood Residential Treatment Center, Cape Girardeau, MO - Psychiatric Aide I
Duties: Provided therapeutic environment for eight dual-diagnosis adolescent residents with behavior disorders; implemented and assisted with development of individualized treatment plans, supervised daily activities; counseled clients, documented progress, acted in crises intervention.

REFERENCES: Available upon request

**Missouri Substance Abuse Professional Credentialing
Board**

**P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073**

help@msapcb.com

Name	John H. Gary
LEVEL	CRAADC
CERTNO	1668
CERTDATE	9/16/1995
STATUS	Active
EXPDATE	10/31/2014
MSAPCB Supervision Number	455

[Print This Page](#)

**Missouri Substance Abuse Professional Credentialing
Board**

P.O. Box 1250, Jefferson City, Missouri 65102-1250

573-751-9211, fax: 573-522-2073

help@msapcb.com

Name	John H. Gary
LEVEL	SQP-R
CERTNO	5233
CERTDATE	1/1/2010
STATUS	Active
EXPDATE	10/31/2014
MSAPCB Supervision Number	455

[Print This Page](#)

**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	John H. Gary
LEVEL	MARS
CERTNO	6051
CERTDATE	12/8/2010
STATUS	Active
EXPDATE	10/31/2014
MSAPCB Supervision Number	455

Print This Page

No. 1668

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

John H. Gary

Continues to meet the standards and qualifications of a
Certified Reciprocal Advanced Alcohol Drug Counselor
as determined by the Board.



President

Expiration Date: 10/31/2014

Ryan Essex

Employment History

Chief Operating Officer

1/12- Present Gibson Recovery Center, Cape Girardeau, MO 63701

- Manage day to day clinical operations for the agency
- Direct and supervisor clinical management team
- Maintain agencies contract compliance with local, state and federal contracts

Regional Director

11/08-12/11 Gibson Recovery Center, Cape Girardeau, Mo 63701

- Perform clinical supervision with counselors
- Coordinated with referral sources and funding sources to ensure compliance to standards
- Performance improvement efforts completed for respective offices

Facility Manager

12/07- 12/11 Gibson Recovery Center, Cape Girardeau, Mo 63701

- Oversee day to day operations of all 27 agencies offices
- Manage and implement agencies marketing plan.
- Oversee all health and safety of aspects of agencies CARF accreditation
- Assisted with new employee orientation efforts
- Provide training to agencies employees, as needed

Project Assistant

2/07-12/07 Gibson Recovery Center, Cape Girardeau, Mo 63701

- Assisted Director of Research and Development in writing grant proposals for new and innovative approaches our agency has to treatment.
- Assisted Director of R & D in implementing agencies co-occurring disorders program.
- Developed and implemented the agencies data collection/analysis protocol.

Professional Support Staff

9/06-2/07 Gibson Recovery Center, Cape Girardeau, Mo 63701

- Performed counseling on a fill in basis
- Participated in correcting billing errors
- Participated in the performance improvement process

Care Coordinator

1/06-9/06 , Gibson Recovery Center, Cape Girardeau, Mo 63701

- Recruited, interviewed and oriented new employees for service area expansion
- Assist clients in bridging the gap between themselves and community resources
- Worked as community liaison to coordinate services between our agency and community resources
- Attend and facilitate community meetings to help educate community organizations about our clients and assisted them in facilitating change within their organizations to better serve our client base.

Counselor in Training

4/05-1/06 Gibson Recovery Center, Cape Girardeau, Mo 63701

- Performed counseling duties in conjunction with the 12 core functions
- Participated in staffing with agency and referral source staff

Psychiatric Aide II

6/1/2002-4/30/2005 Cottonwood Residential Treatment Center

- Supervise patients who suffer from severe mental illness in a therapeutic community setting and observed social living skills.
- Participated in weekly treatment team meetings consisting of therapists, direct care staff, supervisors, case managers, nurses, and physicians. During these meetings patients were staffed and clinical interventions were discussed and implemented.
- Designed and implemented patients weekly activity schedule in which clients were able sit with myself and make suggestions about their future activities that would aid in their treatment.

Professional Credentials

Missouri Substance Abuse Professional Credentialing Board

- Certified Criminal Justice Addiction Professional #3196
- SATOP Qualified Professional (SQP)
- Medication Assisted Recovery Specialist (MARS)

Other Experience

- Health and Safety Committee (Chair)
- Mental Health Coalition (Co-Chair)
- Community Substance Abuse Coalition
- Trainer, Missouri Substance Abuse Professional Credentialing Board
- Protégé, Mid America Addiction Technology Transfer Center Leadership Institute 2008
- Commission for the Accreditation of Rehabilitation Facilities
Program Surveyor

References

References are available on request.

**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	Ryan E. Essex
LEVEL	MARS
CERTNO	6046
CERTDATE	12/8/2010
STATUS	Active
EXPDATE	4/30/2014
MSAPCB Supervision Number	690

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**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	Ryan E. Essex
LEVEL	SQP
CERTNO	5660
CERTDATE	1/1/2010
STATUS	Active
EXPDATE	4/30/2014
MSAPCB Supervision Number	690

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**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	Ryan E. Essex
LEVEL	CCJP
CERTNO	3196
CERTDATE	10/2/2008
STATUS	Active
EXPDATE	4/30/2014
MSAPCB Supervision Number	690

[Print This Page](#)

No. 5660

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

Ryan E. Essex

Continues to meet the standards and qualifications of a
SATOP Qualified Professional
as determined by the Board.

Steve Roberts, ESACB, CCTP

President

Expiration Date: 4/30/2014

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

Missouri Substance Abuse Professional Credentialing Board
Presents this \$10.00 Coupon to:

Ryan E. Essex

This coupon entitles you to receive \$10.00 off any MSAPCB Regional Training. You are receiving this \$10.00 coupon in appreciation for renewing your MSAPCB credential(s).



This coupon expires October 31, 2013.
This coupon is not redeemable for cash.

No. 6046

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

Ryan E. Essex

Continues to meet the standards and qualifications of a
Medication Assisted Recovery Specialist
as determined by the Board.

Steve Roberts, ESACB, CCJP

President

Expiration Date: 4/30/2014

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

Missouri Substance Abuse Professional Credentialing Board
Presents this \$10.00 Coupon to:

Ryan E. Essex

This coupon entitles you to receive \$10.00 off any MSAPCB Regional Training. You are receiving this \$10.00 coupon in appreciation for renewing your MSAPCB credential(s).



This coupon expires October 31, 2013.
This coupon is not redeemable for cash.

No. 3196

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

Ryan E. Essex

Continues to meet the standards and qualifications of a
Certified Criminal Justice Addictions Professional
as determined by the Board.

Steve Roberts, C.S.A.C.T., C.C.J.P.

President

Expiration Date: 4/30/2014

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

Missouri Substance Abuse Professional Credentialing Board
Presents this \$10.00 Coupon to:

Ryan E. Essex

This coupon entitles you to receive \$10.00 off any MSAPCB Regional Training. You are receiving this \$10.00 coupon in appreciation for renewing your MSAPCB credential(s).



This coupon expires October 31, 2013.
This coupon is not redeemable for cash.

John B. Ritter

OBJECTIVE

To obtain full time employment to utilize my education, training and experience as a certified substance abuse professional.

SUMMMARY OF QUALIFICATIONS

I am currently a Certified Reciprocal Alcohol Drug Counselor , I have had worked in the substance abuse field for the past 8 years in various capacity to include counselor in training, outpatient counselor, intake coordinator, drug court counselor and currently site manager.

Work Experience

2011 to present Gibson Recovery Center, Sikeston, Missouri Counselor/ Site Manager

Responsible for managing the day to day operations for the office, supervise 6 staff members, lead the weekly staffing, review clinical files, train new staff, review billing, provide clinical services to include individual counseling and intakes and work with referrals sources.

2009 to 2011 Family Counseling Center, Sikeston, Missouri Outpatient Drug Court Counselor

Responsible for management of phase 1 and 2 Drug Court client case load in Mississippi and Scott Counties. Facilitated both group and individual counseling sessions. Work with adults, family, and juvenile drug court clients. Responsible for the billing and reporting of clients' attendance and progress while in phases 1 and 2 of the program.

2005 to 2009 Gibson Recovery Center, Inc. Sikeston, Missouri Outpatient Counselor/ Intake Worker

Responsibilities included facilitating group education sessions, group counseling sessions and individual counseling sessions. Performing surprise urinalysis test on clients as well as completion and submission of paper work and billing in timely and accurate manner. Also participated in the development of NIDA /HIV prevention study as lead counselor in study.

EDUCATION

2008 Southeast Missouri State University, Cape Girardeau, MO

Bachelor of General Studies, Criminal Justice/ Psychology

**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	John B. Ritter
LEVEL	CRADC
CERTNO	3301
CERTDATE	8/28/2012
STATUS	Active
EXPDATE	10/31/2015
MSAPCB Supervision Number	1013

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INTERNATIONAL CERTIFICATION & RECIPROCIITY CONSORTIUM

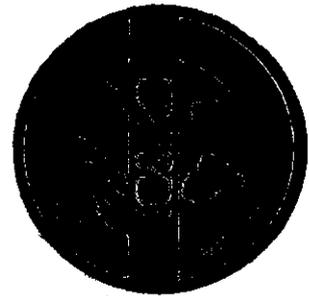


John B. Ritter

has demonstrated the knowledge, skills and

ed to by

PCB



12/8/2008

Date of Issue

112952

Certificate Number

10/31/2015

Valid Through

No. 3301

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

John B. Ritter

Continues to meet the standards and qualifications of a
Certified Reciprocal Alcohol Drug Counselor
as determined by the Board.



President

Expiration Date: 10/31/2015

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

John Nimmo

Objective

To participate in the development and delivery of effective mental health and substance abuse treatment/prevention services, through counseling, teaching, and consultation.

Employment History

Gibson Recovery Center-Sikeston

2011 - Present

Outpatient Counselor

Responsibilities included facilitating group education sessions, group counseling sessions and individual counseling sessions. Performing surprise urinalysis test on clients as well as completion and submission of paper work and billing in timely and accurate manner. Also participated in the development of NIDA /HIV Exercise study as Education Coordinator for the study.

Susanna Wesley Family Learning Center, Inc.

1999-2006

Family/Employment Support Director

Program planning and development, staff and student development, programs support, and group instruction. The programs supported included those for juvenile offenders and victims of domestic violence, for job training/job readiness, and for family development. Additionally provided counseling, as a Licensed Professional Counselor, in a community-based not-for-profit agency/Adult Education (AEL) Center; participated in grant writing and management of grant-funded programs; and supervised bachelor level social work practicum students

Correctional Counseling, Inc.

1998 – 2000

Substance Abuse Therapist

(Full-time until assuming another position, then continuing on an as-needed basis until 2000). Conducted assessments, treatment planning, educational and process groups, individual and significant other counseling, and case management in an outpatient substance abuse treatment program, under contract with Missouri Department of Corrections, Probation and Parole Division.

Education

Southeast Missouri State University, Cape Girardeau, Missouri

- Master of Arts, Psychological Counseling, 1991.
- Bachelor of Science in Social Work, Psychology minor, 1978

Other Experience

Currently, and for the past four years: conducting spiritual, grief, and bereavement counseling as a Chaplain/Spiritual Counselor for a hospice company. Currently: Licensed Professional Counselor(LPC).

John E. Nimmo

**Department of Insurance, Financial Institutions and Professional Registration
Division of Professional Registration
Committee for Professional Counselors
Licensed Professional Counselor**

VALID THROUGH JUNE 30, 2016
ORIGINAL CERTIFICATE/LICENSE NO. 2004002713

JOHN E NIMMO

John E. Nimmo
EXECUTIVE DIRECTOR

James A. Packard
DIVISION DIRECTOR

Missouri Division of Professional Registration
[Licensee Search](#) - Detail

Primary Source Verification:

The licensee search function of this website provides data extracted from our database and constitutes a Primary Source Verification.

Licensee Name: Nimmo, John E
Profession Name: Professional Counselor
Licensee Number: 2004002713
Expiration Date: 6/30/2015
Original Issue Date: 1/20/2004
Address:
Address Con't:
City, State Zip: Sikeston, MO 638017231
County: Scott
Practitioner DBA Name:
Certification Type:
Classification:

Discipline information is not being listed for this profession. You may contact the board directly to obtain discipline information.

[Missouri Division of Professional Registration](#)

3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
573.751.0293 Telephone
800.735.2966 TTY
800.735.2466 Voice Relay
profreg@pr.mo.gov
<http://pr.mo.gov/>

George D. Bathen

Education

High School Graduate; Vianney High School in Kirkwood, MO - 1971
One semester of college at University of Dayton in Ohio - 1971
Completed 3 college courses at Three Rivers Community College in Poplar Bluff, MO;
General Psychology, General Sociology, and Child Psychology in 1994, '95 and '96
respectively.

Employment History

<u>Gibson Recovery Center, Inc.</u> <u>CRAADC(Certified Reciprocal Advanced Substance Abuse Counselor</u>	<u>June 2002 – present</u>
<u>New ERA Westwood Center for SEMO CTC</u> CSAC II (Certified Substance Abuse Counselor II) counselor	<u>Oct. 2000 to Present</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> CSAC II (Certified Substance Abuse Counselor II) counselor	<u>Oct. 1997 – Oct. 2000</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> CSAC I (Certified Substance Abuse Counselor I) counselor	<u>Oct. 1996 – Oct. 1997</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> RASAC II (Recognized Associate Substance Abuse Counselor II) counselor Obtained SATOP Certified Qualified Professional Certificate Oct. 19, 1995	<u>Oct. 1995 – Oct. 1996</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> RASAC I (Recognized Associate Substance Abuse Counselor I) counselor	<u>Sept. 1994 – Oct. 1995</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> CIT (Counselor-in-training)	<u>March, 1994 – Sept. 1994</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> Lead Technician	<u>Sept. 1993 – March 1994</u>
<u>New ERA for Diversified Treatment Services, Inc.</u> Residential Technician	<u>July 1992 – Sept. 1993</u>

**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	George D. Bathen
LEVEL	CRADC
CERTNO	1490
CERTDATE	8/28/1997
STATUS	Active
EXPDATE	10/31/2015
MSAPCB Supervision Number	

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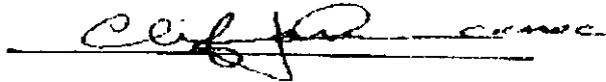
No. 1490

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

George D. Bathen

Continues to meet the standards and qualifications of a
Certified Reciprocal Alcohol Drug Counselor
as determined by the Board.



President

Expiration Date: 10/31/2015

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

Tina Russell

Education

Sikeston Public Schools
1976-1982 High School Graduate

Three Rivers Community College
1992-1993

Lighthouse CC Ministries
Certificate of Ministries

Missouri Substance Abuse Professional Credentialing Board
MRSS
RASAC I

Awards

Lighthouse CC Ministries, Inc.
Ordination
October 7, 2012

Work Experience

2013-Present

Gibson Recovery Center, Inc.

Counselor in Training

Provide individual and group counseling and education to consumers who suffer from substance abuse issues

1991-2012 Co-Pastor

Lighthouse CC Ministries, Inc.

Teaching, Speaking, Director of Women's Ministries

Director and Founder of Jeremiah House transitional Facility.

Spiritual Guidance, Working with Court system and DFS on behalf of

Transitional Clients. Design and decoration of the Youth Facility, nursery, children's facility, administration offices, and the Jeremiah House.

2010-2012

Manager of Guiding Light Bookstore

Established store, opening

Ordering inventory, design of store, stocking inventory, assisting in employee placement

2001-2003

Tank Tech

Secretary

Property Manager for rental properties

Tina Russell

1997-1998

The Christian Book Store

Clerk, checking in inventory, stocking shelving, assisting customers

Interests and Activities

I have an interest in helping people change their lives and assisting them to reach their goal.

Hobbies

I love to run, sew, read, paint, and interior decorating.

Computer Skills

I have basic computer skills, I have worked with word, excel, and access.

Licenses and Certificates

I am an ordained minister.

Licensed through Lighthouse CC Ministries, Inc.

I am certified in Church Tax law

Chitwood Associates

I have RASAC I and MRSS Credentials.

Missouri Substance Abuse Professional Credentialing Board

Letters of Recommendation

Kevin DeArman

Rural Health Outreach Specialist

Southeast Missouri State University

Dr. Annette Hux

Assistant professor & Interim Chair

Educational Leadership, Curriculum, & Special Education

Arkansas State University

Tim Russell

Founder, CEO of Lighthouse CC Ministries

Wilma Wright

LCSW Social Worker of Stoddard County

Patty Musgrave

Compliance & BSA Assistant

First State bank & Trust Co., Inc.

Letters included.

**Missouri Substance Abuse Professional Credentialing
Board
P.O. Box 1250, Jefferson City, Missouri 65102-1250
573-751-9211, fax: 573-522-2073
help@msapcb.com**

Name	Tina K. Russell
LEVEL	RASAC II
CERTNO	7247
CERTDATE	3/5/2014
STATUS	Active
EXPDATE	10/31/2015
MSAPCB Supervision Number	

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**Missouri Substance Abuse Professional Credentialing
Board**

P.O. Box 1250, Jefferson City, Missouri 65102-1250

573-751-9211, fax: 573-522-2073

help@msapcb.com

Name	Tina K. Russell
LEVEL	MRSS
CERTNO	7243
CERTDATE	2/19/2013
STATUS	Active
EXPDATE	4/30/2014
MSAPCB Supervision Number	

[Print This Page](#)

No. 7247

Missouri Substance Abuse Professional Credentialing Board

Hereby recognizes that

Tina K. Russell

has met all the standards and qualifications required of an associate substance abuse counselor as determined by the Credentialing Board and is hereby conferred the title of

Recognized Associate Substance Abuse Counselor I

February 25, 2013-February 25, 2014



Cliff Johnson
President

Alicia Damborg
Secretary

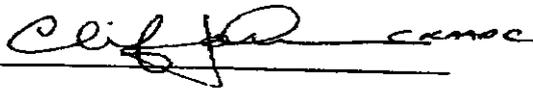
No. 7243

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

Tina K. Russell

has met the standards and qualifications required of a
Missouri Recovery Support Specialist
as determined by the Credentialing Board.



President

Expiration Date 4/30/2014

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

No. 7243

Missouri Substance Abuse Professional Credentialing Board

Hereby certifies that

Tina K. Russell

has met all the standards and qualifications
required of a alcohol and drug counselor as
determined by the Credentialing Board and is
hereby conferred the title of
Missouri Recovery Support Specialist
Awarded on 2/19/2013

Clif Johnson
President
Alicia Ozenberger
Secretary

Agnes Mason

Objective To obtain full or part-time employment that allows me to utilize my education and experience in the social service field.

Employment History

Community Support Advocate

7/2011 to Present

Gibson Recovery Center, Sikeston, MO

Responsibilities include case management services for consumers to include medical appointments, medication assistance, seeking housing, employment needs, treatment planning, coordination of transportation, assistance with completing documents. Serve on the treatment team to staff consumers on a weekly basis.

Social Worker

12/78 – 2/2008

Missouri Children's Division, Sikeston, Missouri

Responsible for Assessed risk to children in troubled families and provide supportive services in order, to maintain their safety in the home.

Acquired extensive knowledge related to child development, domestic violence, substance abuse and mental illness.

Education

Southeast Missouri State University, Cape Girardeau, MO

Bachelors: History and Sociology

References

Available upon request

EXHIBIT C

AFFIDAVIT OF WORK AUTHORIZATION

Comes now **John H. Gary** as **Executive Director** first being duly sworn on my oath affirm **Gibson Recovery Center, Inc.** is enrolled and will continue to participate in a federal work authorization program in respect to employees that will work in connection with the contracted services related to **OSCA 14-042** for the duration of the contract, if awarded, in accordance with RSMo Chapter 285.530 (2). I also affirm that **Gibson Recovery Center, Inc.** does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to **OSCA 14-042** for the duration of the contract, if awarded.

In Affirmation thereof, the facts stated above are true and correct (The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 285.530, RSMo).

<u>John H. Gary</u> Signature (person with authority)	<u>John H. Gary</u> Printed Name
<u>Executive Director</u> Title	<u>March 11, 2014</u> Date

Subscribed and sworn to before me this 11th of March. I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of Cape Girardeau, State of
(NAME OF COUNTY)
Missouri, and my commission expires on 11-29-16.
(NAME OF STATE) (DATE)

Kimberly A. Humphrey 3-11-14
Signature of Notary Date

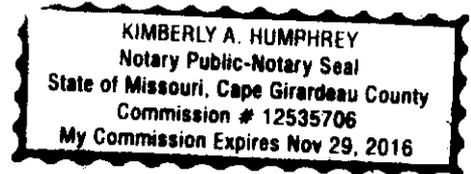


EXHIBIT D

MISCELLANEOUS INFORMATION

Outside United States

If any products and/or services bid are being manufactured or performed at sites outside the continental United States, the bidder **MUST** disclose such fact and provide details in the space below or on an attached page.

Are products and/or services being manufactured or performed at sites outside the continental United States?	Yes _____	No <u> X </u>
Describe and provide details:		

INTRODUCTION

Gibson Recovery Center, Inc. proposes to provide substance abuse treatment programs for the treatment courts in Cape Girardeau, Perry, Bollinger, Scott, Mississippi and New Madrid counties in the state of Missouri.

Background Information

This document outlines a proposal to provide services for drug treatment programs that will meet or exceed the specifications and requirements set forth in the Request for Proposal.

Gibson Recovery Center has a long history of providing drug court services. In 1999, Gibson Recovery Center was instrumental in helping with development of the 32nd Judicial Drug Court in Cape Girardeau County for adults. The Executive Director and staff participated in the planning sessions, and developing program materials, program schedules, policies and procedures and area resources for the Drug Court program. In 2006, Gibson Recovery Center was awarded the Stoddard and Dunklin Counties Drug Court and provided all phases of the Drug Court in those counties services about 210 participants for more than 3 years. The staff currently attends the annual Drug Court conference each year and readily assists with the data collection for reporting outcomes internally as well as to external funders. The Drug Court staff is very involved in the weekly Drug Court staffing. Gibson Recovery Center also provided ancillary services through other funding opportunities to assist the consumers in being successful in maintaining sobriety and completing the Drug Court program. These services included housing subsidy, transportation, clothing vouchers, food vouchers, and medication subsidies.

Gibson Recovery Center provided phase 1 and residential services in the Drug Court program and also provided the co-occurring services. Later in 2009 Gibson Recovery Center through funding from the Perry County Mental Health Board started providing Drug Court services to adult clients in the Perryville County. These services provided all the phases of Drug Court. Gibson Recovery Center served about 41 participants with 34 successfully completing Drug Court in a three year period.

Most recently GRC has been providing services for the 33rd Judicial Circuit treatment court over the past 12 months.

Performance Requirements

Gibson Recovery Center, Inc. is certified by the Missouri Department of Mental Health (DMH), Division of Behavioral Health (DBH) and the Commission on the Accreditation of Rehabilitation Facilities (CARF) to provide substance abuse treatment services and will remain certified for the duration of the contract. The agency agrees to serve only participants referred by the treatment court and are domiciled in Missouri. GRC agrees and

understands that the treatment court is the sole referral source for this contract and must approve changes, including termination, of any participant in the program.

Hours of Operation

GRC offers services during both the daytime and evening hours. Weekend services will be provided on an as needed basis. Due to the complex nature of substance abuse and mental illness that can include periods of crisis, GRC offers emergency/crisis services on a 24 hour basis. GRC will work with the treatment court on the development of the provisions for these services that suit the needs of the treatment court.

Research

GRC will participate in any research project or outcome studies initiated by or require of OSCA or the treatment courts.

Electronic Computing Devices

GRC agrees not connect a personal computer or electronic computing device to an OSCA computer or network without prior written approval from OSCA.

Office Locations

GRC will provide services for treatment court participants within the judicial circuits that are outlined in this proposal and to all participants referred within the county awarded. GRC has multiple treatment sites in Southeast Missouri including Sikeston, Perryville and 4 locations in Cape Girardeau. GRC acknowledges that facilities must be approved by the treatment court and that OSCA and the treatment court must be notified in writing a minimum of thirty (30) days prior to relocating a site.

GRC agrees that the treatment court shall have the authority to determine the composition of groups, for counseling and education purposes for their referrals.

Evidence Based Practices

GRC understands that an evidence based curriculum is recommended. GRC will utilize the follow curricula in its treatment court programs.

- Moral Reconation Therapy (MRT)
- Living in Balance
- Matrix Model

Additionally, Medication Assisted Treatment (MAT) is made available to all participants of GRC programs.

Programmatic Contract Changes

GRC agrees that any programmatic changes to this contract as a result of state statute, rule, regulation, or court order adopted after the proposal receipt, which would materially alter the services to be provided shall be accomplished by a formal contract amendment.

Cost Avoidance

GRC agrees that the treatment court should be the last source of payment for services after all other sources of payment have been exhausted. GRC will avoid costs for services that are subject to payment from a third party health insurance carrier. If a third party require the member to pay a cost-sharing (such as co-payment, coinsurance, or deductible) the treatment court shall pay the cost-sharing amounts. The treatment courts liability for such cost-sharing amounts shall not exceed the amount the treatment court would have paid under the vendor's price for the service.

GRC will maintain and provide a report detailing third party savings at the request of OSCA and the treatment court at any time during the contract period. The agency will maintain records in such a manner as to ensure that all money collected from third party resources may be identified on behalf of participants. The agency will make these records available for audit and review and certify that all third party collections are identified and used as a source of revenue.

GRC understands that the agency may retain up to one hundred (100) percent of its third party collection if all of the following conditions exist:

- Total collections received do not exceed the total amount of the vendor's financial liability for the participant.
- There are no payments made by OSCA related to fee-for-service.
- Such recovery is not prohibited by State or Federal law.

PROGRAM SERVICES

Assessment

GRC will conduct, upon admission an assessment of each client referred by the treatment court. This assessment will include the following

- An intake process that will consist of the initial screening interview to determine the appropriateness for admission and the administrative and initial assessment procedures related to admission into the program
- A complete valuation/assessment of each client for treatment plan development

Assessment – Five-Axis Diagnosis

Additionally, if requested GRC will provide a five-axis diagnosis by a qualified diagnostician. The five axis diagnosis will contain the following:

- Axis I: Clinical Disorders, including major mental disorders, and learning disorders (common disorders include depression, anxiety disorders, bipolar disorder, ADHD, autism disorders, and schizophrenia).
- Axis II: Personality disorders and mental retardation (common Axis II disorders include personality disorders: paranoid personality disorder, schizoid personality disorder, schizotypal personality disorder, borderline personality disorder, antisocial personality disorder, narcissistic personality disorder, histrionic personality disorder, avoidant personality disorder, dependent personality disorder, obsessive compulsive personality disorder and mental retardation.)
- Axis III: Acute medical conditions and physical disorders (common Axis III disorders include brain injuries and other medical/physical disorders which may aggravate existing diseases or present symptoms similar to other disorders).
- Axis IV: Psychosocial and environmental factors contributing to the disorder
- Axis V: Global Assessment of Functions or Children's Global Assessment Scale for children and teens under the age of 18.

Assessment and Diagnostic Update

In the event that a treatment court participant has received an assessment by any program administered by GRC within the past six (6) months, GRC shall administer an assessment update upon admission. This will consist of an update of a consumer's assessment and evaluation to develop treatment recommendations. The assessment and diagnostic update must be administered in accordance with the following department protocol:

- Must be completed by a Qualified Substance Abuse Professional (QSAP);
- Should not be completed when consumers transition from the various levels of service within the same agency;
- The assessment and diagnostic update shall consist of a new face-to-face diagnostic evaluation completed by a qualified diagnostician as defined in certification standards.

Case Management/Community Support

GRC will provide case management/community support services to clients in treatment court program. This service links the client and/or significant other(s) to community resources and monitors the services throughout the treatment court program. Transportation services will not be billed as case management. Community Support services will be delivered to those enrolled in a CSTAR program. Community Support consists of specific activities conducted with or on behalf of a person in accordance with an individualized treatment plan. Services are provided to maximize an individual's immediate and continued community functioning while achieving and sustaining recovery/resiliency from mental illness and/or substance abuse disorders. These services are delivered in an amount and scope defined by each individual's plan, and not all plans will contain all services.

Communicable Disease Risk Assessment, Education, Testing and Counseling

GRC will maintain a working relationship with the local health department, physician or other qualified healthcare provider in the community to provide any necessary testing services for human immunodeficiency virus (HIV), tuberculosis (TB), sexually transmitted diseases (STDs) and hepatitis. These tests can be provided to treatment court clients at any time during the course of treatment. GRC will consult with each treatment court client to make referrals and cooperate with appropriate entities to ensure coordinated treatment, as appropriate, is provided for any client with a positive test. GRC will provide counseling for client prior to testing for HIV in accordance with the Missouri Department of Health and Senior Services (DHSS) Rule (19 CSR 20-26.030). For any client who tests positive for HIV, post-test counseling services will be provided. GRC will provide group education to all

treatment court clients to discuss risk reduction and myths and facts about HIV/TB/STD/Hepatitis and the risk factors for contracting these diseases.

Residential Support and Day Treatment

GRC currently has the capability to provide residential support services as three of its locations in Cape Girardeau. The Linden St. facility has a capacity of 16 beds that are designated for adult men, Vision House is a 16 bed transitional program that is designated for adult women and HillCrest Pointe facility is a 9 bed residential program that services both adult men and women. Residential Support will consist of twenty-four (24) hour supervised room, board and structured non-treatment activities. Day Treatment shall consist of a set of individualized, clinical services. These clinical services include, but are not limited to, individual and group counseling, group education services, family counseling and family group counseling.

Social Setting Detoxification

GRC currently provides social setting detoxification services at its Cape Girardeau location, these services would be extended to treatment court clients who meet criteria. This service consists of twenty-four (24) hour, supervised monitoring, aid and counseling to withdraw an intoxicated person from alcohol, other drugs, or both, in a safe, humane and effective manner. This service is provided by trained staff in a residential setting.

Detoxification (Modified Medical)

GRC currently provides Modified Medical Inpatient Detoxification services. This service consists of 24 hour, medically supervised monitoring, aid, and counseling and medication administration, as prescribed, to assist an intoxicated person's withdrawal from alcohol, other drugs, or both, in a safe, humane and effective manner. An Advanced Practice Nurse (APN) who is engaged in a collaborative practice arrangement, as defined by law, is on call at all times. All services are delivered under the direction of the APN, in accordance with policy and clinical protocol. This service is supervised by a registered nurse (RN) with relevant education, experience and competency. This service is staffed 24/7 by at registered nurse (RN) or a licensed practical nurse (LPN). Counseling, community support and other services are provided, as necessary to resolve immediate crisis.

Early Intervention (Intake)

Early Intervention (Intake) will be provided by GRC adult and veteran treatment court participants who score low risk/low need on the RANT (Quadrant 4). A clinical assessment will not be provided by those participants who score low risk/low need, however an intake

session, lasting approximately ½ hour will be utilized to schedule follow up classes and to gather information.

Early Intervention (Group Education)

GRC will provide early intervention (group education) to adult and veteran treatment court participants who score low risk/low need on the RANT (Quadrant 4). This service will consist of approximately ten one hour to 1.5 hour sessions. These sessions will be comprised of two or more offenders offered over an 8 to 12 week period of time with participants able to enter and exit the group at any time during the topic rotation. The following is a list of topics that will be included in these groups.

- Myth-Busting
- Impact of Substance Abuse on Families and Social Relationships
- Motivation and Stages of Change
- Decision Making and Understanding Criminal Thinking Errors
- Life Management and Goal Setting
- Anger Management and the Happy Home
- Stress Management
- What is Recovery?
- Relapse Prevention for Substance Abuse and Criminal Thinking

Early Intervention (Motivational Interviewing – Individual)

GRC will provide this service for adult and veteran treatment court participants who score low risk/low need on the RANT (Quadrant 4). This will consist of two to three Motivational Interviewing (MI) individual counseling sessions. These individual sessions will occur at the beginning and end of the 8-12 week early intervention group period. These sessions will provide the opportunity to encourage and reinforce health life plans and decisions.

Extended Day Treatment

GRC will provide Extended Day Treatment services, when needed to treatment court clients. This service will be provided by a Registered Nurse for the purpose of monitoring and managing a consumer's health. Key service functions of these services are:

- Evaluation of the participant's physical condition and the need for detoxification services;
- Obtaining initial patient medical histories and vital signs;
- Monitoring health status during social setting detoxification;

- Monitoring general health needs and meeting with participants about medical concerns;
- Disease prevention, risk reduction and reproductive health education;
- Triageing medical conditions that occur during treatment and managing medical emergencies;
- Conferring with a physician as necessary or advocating for medical services through managed care organizations;
- Arranging or monitoring special dietary needs for medical conditions;
- Reviewing medication requirements with participant, educating the individual about the benefits of taking medications as prescribed and monitoring medication compliance;
- Educating participants about the medication(s) prescribed to them;
- Consulting with the physician or pharmacy to confirm medications prescribed;
- Consulting with participants on use of over-the-counter medications and monitoring their use;
- Therapeutic injection of medication (subcutaneous or intramuscular);
- Monitoring lab levels including consultation with physicians, consumers, and clinical staff;
- Coordination of medication needs with pharmacies, clients, and families, including the use of indigent drug programs;
- Monitoring medication side-effects including the use of standardized evaluations; and
- Monitoring physician orders for treatment modifications requiring patient education

Family Conference

GRC will provide Family Conference services which will consist of enlisting the support of the natural support system through meeting with family members, referral sources, and significant others about the participant's treatment plan and discharge plan. This service will be provided by a Qualified Substance Abuse Professional (QSAP) or Associate Substance Abuse Counselor.

Family Therapy

GRC will provide Family Therapy as a component of its substance abuse program. This service consists of a planned, face-to-face, goal oriented, therapeutic interaction with qualified staff to address and resolve problems in family interaction related to the substance abuse problem and recovery. Qualified staff, unless prior approval has been obtained for others shall include a person licensed in Missouri as a marital and family therapist or who is

certified by the American Association of Marriage and Family Therapists; or who meets the other requirements specified in state standards.

Group Counseling (Associate SA Counselor)

This service will be provide by a trainee that meets requirements for registration, supervision, and professional development as set forth by either the Missouri Substance Abuse Professional Credentialing Board (MSAPCB) or the appropriate board of professional registration within the Missouri Division of Professional Registration for licensure as a psychologist, professional counselor, social worker or marital and family therapist.

Group counseling is a goal oriented therapeutic interaction among a counselor and two or more consumers designed to promote client functioning and recovery through disclosure and interpersonal interactions among group members. These groups will not exceed 12 clients.

Group Counseling (QSAP)

Group counseling that is provided by a Qualified Substance Abuse Professional who demonstrates substantial knowledge and skill regarding substance abuse by being one of the following:

- A physician or mental health professional, licensed in Missouri and practicing within the scope of work with at least one year of full-time substance abuse treatment experience;
- A person certified or registered through MSAPCB as a substance abuse professional;
- A provisionally licensed mental health professional in Missouri with at least one year of full-time substance abuse treatment experience.

Group counseling is a goal oriented therapeutic interaction among a counselor and two or more consumers designed to promote client functioning and recovery through disclosure and interpersonal interactions among group members. These groups will not exceed 12 clients.

Group Counseling (Collateral Relationship)

GRC will provide Group Counseling (Collateral Relationship) on a face to face basis that will include assessment, counseling, and/or education provided to two or more (but less than ten) unrelated family members age thirteen (13) or over and/or to a family member below the age of thirteen (13) who possesses the requisite social and verbal skills of a thirteen (13) to nineteen (19) year old. These services will address and resolve issues related to co-dependency and alcohol and/or drug abuse. Group collateral relationship counseling may be provided by a family therapist or a QSAP for groups that include members age 13 or older.

In the event that two or more members from a family attend the same group counseling session, an invoice may be submitted for only one of the family members. However, a progress not shall be entered in the records of all family members who are active consumers.

Group Education

Group education is the presentation and application of recovery related material, including a discussion, to consumers in accordance with individualized treatment plans. Group size will not exceed an average of 30 clients per calendar month.

Group Education (Trauma Related)

GRC will provide Group Education (Trauma Related) as needed for treatment court clients. This service consists of presentation of recovery and trauma related information and its application, along with group discussion, directly related to the attainment of individualized treatment plans objectives. GRC will utilize a group model that is an evidence based trauma treatment intervention provided by staff with specific training related to trauma and addiction. These groups will be gender specific.

Individual Counseling

GRC will provide individual counseling services to all treatment court clients. This service will consist of a goal oriented process in which the client interacts face to face with the treatment provider in accordance with the treatment plan to relieve symptoms and resolve problems related to alcohol/drug dependency that interfere with the client's ability to function in society. Individual Counseling will relate to interactions intended for the benefit of the client and/or if the service is related to the treatment plan goals. Individual counseling will be performed by a qualified substance abuse professional, an associate counselor or an intern/practicum student as described in standards.

Individual Counseling (Collateral Relationship)

GRC will provide Individual Counseling (Collateral Relationship) which will be on an individual face to face basis consisting of assessment, counseling, and/or education provided to a family member age thirteen (13) or over and/or to a family member below the age of thirteen (13) who possesses the requisite social and verbal skill of a thirteen (13) to nineteen (19) year old. This service is designed to address and resolve issues related to co-dependency and alcohol and/or drug abuse. Staff providing this service will meet the requirement as a family therapist or QSAP that has been trained in family recovery.

Individual Counseling (Co-Occurring Disorder)

GRC will provide Individual Counseling (Co-Occurring Disorder) to any treatment court client who is need of this service. Individual Counseling (Co-Occurring Disorder) is a structured, goal oriented therapeutic interaction between a client and a counselor designed to identify and resolve issues related to substance abuse and co-occurring mental illness which interfere with the clients functioning. Individual Counseling (Co-Occurring Disorder) will be provided in accordance with the Center for Substance Abuse Treatment's publication, Substance Abuse Treatment for Persons with Co-Occurring Disorders (TIP 42). Services will address the issues related to substance abuse and the co-occurring mental disorder identified in the participant's treatment plan. Clinical documentation of this service in progress notes in the participant's record will clearly distinguish this service from Individual Counseling for substance abuse. GRC will utilize staff with specialized training in co-occurring disorders to provide this service. Staff providing this service must be QSAP that are also licensed mental health professionals or hold the Co-Occurring Counseling Professional credential from the Missouri Substance Abuse Professional Credentialing Board (MSAPCB). This service will not be used for the treatment of individuals whose psychiatric conditions meet criteria for admission to Community Psychiatric Rehabilitation Programs (CPRP). GRC will refer those persons to the local community mental health center.

Individual Counseling (Trauma Related)

GRC will provide Individual Counseling (Trauma Related) to any treatment court client who is need of this service. Individual Counseling (Trauma Related) consists of structured, goal oriented therapeutic interaction between a participant and a specially trained counselor designed to resolve issues related to psychological trauma, personal safety and empowerment of the client in the context of substance abuse problems. For purposes of this contract, psychological trauma shall refer to clusters of symptoms, adaptations, and reactions that interfere with the daily functioning of an individual who has experienced suffering, neglect, deprivation, physical abuse and injury, sexual abuse and/or exploitation, threatened sense of safety, or who meets the criteria for Post-Traumatic Stress Disorder (PTSD). GRC will utilize an approved evidence base practice treatment model for the delivery of this service. GRC staff members that specialize in trauma have prior experience utilizing the Seeking Safety Model. Individual Counseling (Trauma Related) will be provided by a licensed mental health professional who is a QSAP with specialized trauma training and/or equivalent work experience.

Medication Services

GRC will provide Medication Services, as needed to treatment court clients. This service consists of a goal oriented interaction to assess the appropriateness of medications to assist in a client's treatment, to prescribe appropriate medications, and to provide ongoing

management of medication regimen. This service will be provided by a qualified Advanced Practice Nurse. Key service functions may include the following:

- Assessment of the participant's presenting condition;
- Mental status exam;
- Review of symptoms and screening for medication side effects;
- Review of client functioning;
- Assessment of the participant's ability to self-administer medication;
- Participant education regarding the effects of medication and its relationship to the participant's chemical addiction and/or mental disorder; and
- Prescription of medications when indicated

Medication

GRC will provide, as needed medications prescribed for substance use disorders as a component of substance abuse treatment.

Missouri Recovery Support Specialist (MRSS)

GRC will provide, when necessary an individual who is not self-identified as being in recovery and has been awarded the MRSS credential by the Missouri Substance Abuse Professional Credentialing Board. This person will serve as a mentor to consumers in recovery. This service will consist of:

- Helping the individual connect with other consumers and their communities at large in order to develop a network for information and support;
- Sharing lived experiences of recovery, sharing, and supporting the use of recovery tools and modeling successful recovery behavior;
- Helping individuals to make independent choices and to take a proactive role in their recovery;
- Assist individuals with identifying strengths and personal resources to aid in their setting and achieving recovery goals;
- Assist individual in setting and following through with their goals;
- Support efforts to find and maintain paid, competitive integrated employment; and
- Assist with health and wellness activities, teaching, life skills, providing support and encouragements, and helping consumers recognize his/her own potential and set positive goals.

Peer Support Recovery Mentor (MRSS-P)

GRC will provide, when necessary an individual who is self-identified as being in recovery and has been awarded the MRSS-P credential by the Missouri Substance Abuse Professional Credentialing Board. This person will serve as a role model to consumers in recovery. This service will consist of:

- Helping the individual connect with other consumers and their communities at large in order to develop a network for information and support;
- Sharing lived experiences of recovery, sharing, and supporting the use of recovery tools and modeling successful recovery behavior;
- Helping individuals to make independent choices and to take a proactive role in their recovery;
- Assist individuals with identifying strengths and personal resources to aid in their setting and achieving recovery goals;
- Assist individual in setting and following through with their goals;
- Support efforts to find and maintain paid, competitive integrated employment; and
- Assist with health and wellness activities, teaching, life skills, providing support and encouragements, and helping consumers recognize his/her own potential and set positive goals.

Relapse Prevention Counseling

GRC will provide Relapse Prevention Counseling to treatment court clients. This service will assist the client to define and cope with high-risk situations, identify and respond appropriately to internal and external cues that serve as relapse warning signals, and implement individualized strategies to reduce both the risk of relapse and the duration of relapse should it occur.

Treatment Court Day

GRC personnel will participate in treatment court staffing meeting and hearings, as required by the treatment court.

Virtual Counseling (Group Counseling)

GRC will utilize, when necessary web-based treatment services to enable clinicians and clients to interact in a group setting from remote locations in real time. This service will be approved in advance by the DCCC.

Virtual Counseling (Individual Counseling)

GRC will utilize, when necessary web-based treatment services to enable clinicians and clients to interact one-on-one from remote locations in real time. This service will be approved in advance by the DCCC.

Drug/Alcohol Testing

GRC will provide alcohol and drug testing as directed by the treatment court. Collection of the sample for the test shall be observed by a GRC staff member of the same gender as the participant. All test kits and procedures must be approved by OSCA or the treatment court prior to testing. The test will screen for substance for which the participant has a history of abuse or is currently suspected of using. GRC understands it may be required to do a secondary confirmation on positive tests. If a secondary confirmation is required by the treatment court, GRC will be reimbursed for the secondary confirmation test at the firm, fixed price indicated on the Pricing Page. All tests and results shall be documented in the clinical record. GRC will contact the treatment court's current on-site testing kit provider and seek to obtain the same type of kits as used by the treatment court. GRC will administer breathalyzers for participants suspected of alcohol intake. The breathalyzers must be calibrated in accordance with the manufacturer's specifications. In the event the breathalyzer reading is in excess of the statutorily defined limit for DWI, GRC will take steps to ensure public safety and prevent the participant from putting himself/herself at risk. These steps shall include, but are not limited to, notifying law enforcement having jurisdiction.

All individuals collecting samples for drug testing must follow the Collector Standards and submit a completed Collector Guidance Acceptance Form before providing this service.

PROGRAM SERVICE REQUIREMENTS

Intake/Assessment

GRC will provide a face to face intake session with all participants within seven (7) calendar days of the date of referral from the treatment court unless otherwise amended and/or directed by the treatment court. Any exceptions must be documented in the client record. Participants scoring low risk/low need and qualify for Early Intervention services do not require an assessment.

GRC assessment will, at a minimum:

- Be completed by a qualified substance abuse professional (QSAP),

- Include screening for an individual's history of trauma and current personal safety,
- Identify information including, but not limited to, name, age, sex, race, sexual orientation and presenting problem,
- Include addiction severity index,
- Provide presenting situation,
- Contain substance abuse history;
- Contain social and family history;
- Provide medical evaluation: HIV/STD/TB/ Risk and Service needs,
- Contain educational and vocational history,
- Contain treatment history including the date, length of stay, outcome and name of the facility for all psychiatric and substance abuse services, and
- Provide recommendation and clinical justification for the level of care of the treatment services.
- Include screening Medicaid, private insurance or other medical benefits.

GRC understands that it may be requested to include a five-axis diagnosis by a qualified diagnostician.

Treatment Planning

GRC will develop a treatment plan for each participant and review the document with the treatment court within fourteen (14) calendar days of admission to the program and periodically as directed by the treatment court. GRC agrees and understands that the treatment court has the final authority on the assignment of treatment level and approval of any changes in treatment level. GRC staff will attend meetings as required by the treatment court.

Levels of Treatment

GRC acknowledges that for the purpose of this contract, one (1) unit of service is defined as fifteen (15) minutes of face to face service. GRC will notify the treatment court if there is a need for detoxification services. GRC will assist the treatment court in the referral process for such services, if requested.

GRC will only provide treatment services at the request of the treatment court. Any exceptions and/or changes to the levels of service shall be approved in writing by the treatment court and documented in the participant's treatment record prior to services being provided.

Reporting Requirements

GRC will document each service provided in the participant's clinical record. Progress notes shall include the following information:

- Type of service;
- Date;
- Beginning and ending time;
- Synopsis of the service; and
- Signature of service provider.

GRC will provide a monthly (or more frequently, if required by the treatment court) written or verbal report to the treatment court which shall include, but not be limited to the following:

- Program attendance;
- Compliance (to include level of participation and completion of assignments, etc.)
- Progress (is participant moving forward in achieving treatment plan goals and objectives);
- Recommendations by the agency concerning
 - Current treatment services and any modifications needed (if the participant is doing well and making progress in treatment),
 - Concerns (if participant is not progressing), suggested improvements or sanctions, if warranted, and
 - Additional direction (recommendations for other services or action);
- A summary of material covered in treatment in order for the judge to ask the participant open-ended questions about their treatment and progress; and
- Drug test results.

GRC will notify the treatment court in the event any of the following occur:

- Broken appointments;
- Positive urinalysis;
- Changes in the participant's treatment plan;
- Need for additional services;
- Changes in the participant's family and/or living situation, such as major illness or injury, death, pregnancy, or other;
- Incidents involving participants where threats, assaults or possible crimes may have occurred.

Upon being referred for treatment services, all treatment court participants will be evaluated by GRC staff for eligibility of Medicaid benefits, private insurance coverage or any other benefits that they may qualify for at time of admission. GRC will submit an OSCA Monthly Medical Benefit Report indicating a summary of the number of participants who have medical coverage with Medicaid, private insurance or other sources (i.e. MO Department of Mental Health, SROP funds) as well as the dollar amount submitted for reimbursement. This information along with any other supporting documentation will be submitted to the treatment court coordinator.

CONTRACTUAL REQUIREMENTS

Entire Agreement

GRC acknowledges that a binding contract shall consist of: (1) the RFP, amendments thereto, and/or Best and Final Offer (BAFO) request(s) with RFP changes/additions, (2) the vendor's proposal including the vendor's BAFO, and (3) OSCA's acceptance of the proposal by "notice of award".

The contract expresses the complete agreement of the parties and performance shall be governed solely by the specifications and requirements contained therein. Any change, whether by modification and/or supplementation, must be accomplished by a formal contract amendment signed and approved by and between the duly authorized representative of GRC and OSCA prior to the effective date of such modification. GRC expressly and explicitly understands and agrees that no other method and/or no other document, including correspondence, acts, and oral communications by or from any person, shall be used or construed as an amendment or modification.

Non-Exclusive Agreement

GRC understands and agrees that the contract shall not be construed as an exclusive agreement and further agrees that OSCA or the treatment court(s) may secure identical and/or similar services from other sources at anytime in conjunction with or in replacement of the GRC's services.

Contract Period

GRC acknowledges that the contract period shall be as stated on the cover page of the RFP. The contract shall not bind, nor purport to bind, the state of Missouri or the local treatment court for any contractual commitment in excess of the original contract period.

Renewal Options

GRC understands that OSCA shall have the right, at its sole option, to renew the contract for five (5) additional one (1) year periods or any portion thereof. In the event OSCA exercises such right, all terms and conditions, requirements and specifications of the contract shall remain the same and apply during the renewal period, pursuant to applicable option clauses of this document. Prices for each renewal shall be mutually agreed to by both GRC and OSCA.

Price

All prices shall be as indicated on the pricing page. GRC agrees that the state shall not pay nor be liable for any other additional costs including but not limited to taxes, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.

Federal Funds Requirement

GRC understands and agrees the procurement(s) may involve the expenditure of federal funds. Therefore, GRC shall not issue any statement, press releases, or other documents describing projects or programs funded in whole or in part with federal money unless the prior approval of OSCA is obtained.

Invoicing and Payment

Immediately upon award of the contract, GRC will submit or must have already submitted a properly completed State Vendor ACH/EFT Application, since the state of Missouri intends to make contract payments through electronic funds transfer (EFT).

- If not already submitted, GRC will obtain a copy of the State Vendor ACH/EFT Application and completion instructions from the Internet at http://oa.mo.gov/acct/pdf/files/vendor_input_ach_eftd.pdf.
- GRC will submit a unique invoice number with each invoice submitted. The unique invoice number will be listed on the state of Missouri's EFT addendum record to enable the vendor to properly apply OSCA's payment to the invoice submitted.

GRC will submit:

- A monthly detailed invoice to the treatment court(s) no later than the tenth (10th) day of the month immediately following the most recent month of service. The invoice must itemize the total number of units (quarter-

hours/hourly/daily/per test) on the invoice each month. The pricing of each unit shall be in accordance with the pricing page.

- A detailed monthly log of all participants and the services provided to each participant during the month.

The invoices must contain all information requested by OSCA.

OSCA shall pay GRC in accordance with the applicable firm, fixed price stated on the Pricing Page for services actually provided.

The payment shall not be based on the number of treatment court(s) participants.

Other than the payments specified on the pricing page, no other payments or reimbursements shall be made to the GRC whatsoever including, insurance, maintenance, licensing, etc.

Vendor Liability

GRC shall be responsible for any and all injury or damage as a result of the vendor's negligence involving any equipment or service provided under the terms and conditions, requirements and specifications of the contract. In addition to the liability imposed upon GRC on account of personal injury, bodily injury (including death), or property damage suffered as a result of the GRC's negligence, GRC assumes the obligation to save the state of Missouri, including its agencies, employees, and assigns, from every expense, liability, or payment arising out of such negligent act. GRC also agrees to hold the state of Missouri, including its agencies, employees, and assigns, harmless for any negligent act or omission committed by any subcontractor or other person employed by or under the supervision of GRC under the terms of the contract.

GRC shall not be responsible for any injury or damage occurring as a result of any negligent act or omission committed by the state of Missouri, including its agencies, employees, and assigns.

Under no circumstances shall GRC be liable for any of the following (1) third-party claims against the state for losses or damages (other than those listed above) (2) loss of, or damage to, the state's records or data or (3) consequential damages (including lost profits or savings) or incidental damages, even if GRC is informed of their possibility.

Vendor Status

GRC represents itself to be an independent vendor offering such services to the general public and shall not represent himself/herself or his/her employees to be an employee of the state of Missouri. Therefore, GRC shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the state of Missouri, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters.

Subcontractors

The Gibson Recovery Center will be utilizing New Vision Counseling Services, Inc. as a subcontractor for this proposal. New Vision will provide adolescent services under this proposal. Gibson Recovery Center will provide monitoring of the files and ensure that New Vision will adhere to the contract language of the drug court contract. Gibson Recovery Center will be responsible for all the legal, fiscal and data reporting as required by contract language. New Vision has been in existence for more than 8 years providing substance and mental health counseling services to adolescents and families in Cape Girardeau, Pemiscot and Scott Counties. New Vision is staffed with Licensed Professional Counselors, Licensed Clinical Social Workers and Provisional Licensed Counselors to provide services. Appropriate background checks will be administered to staff working under the subcontractor agreement. New Vision is certified by the Missouri Department of Mental Health, Behavioral Health Division. New Vision has partner with Gibson Recovery Center on our Strengthening Families Grant from the Missouri Foundation for Health this grant award was in the amount of \$299,000. Gibson Recovery Center will develop a formal Memorandum of Agreement (MOA) to be presented to the Drug Court Administrator for review prior to making any final arrangement with any subcontractor to ensure all parties are in agreement.

Confidentiality

GRC agrees and understands that all discussions with GRC and all information gained by GRC as a result of GRC's performance under the contract shall be confidential and that no reports, documentation, or material prepared as required by the contract shall be released to the public without the prior written consent of OSCA.

The agency shall maintain strict confidentiality of all client information or records supplied to it by the treatment court. The contents of such records shall not be disclosed to anyone other than the treatment court or OSCA and the patient/client or the patient's/client's parent or legal guardian unless such disclosure is required by law.

GRC assumes liability for all disclosures of confidential information by the agency and/or the agencies/provider's subcontractors and employees.

All records processed and created by GRC in the performance of services contain personal information that is restricted from release pursuant to state and federal law, specifically Sections 32.057 and 32.091, RSMo. To the extent GRC or the agencies personnel may have access to any report, return or other information received by OSCA in connection with the administration of the tax laws of the state of Missouri, GRC and the its personnel shall comply with Section 32.057, RSMo. Any person making unlawful disclosure of information in violation of such Section shall, upon conviction, be guilty of a Class D felony.

GRC assumes liability for all unauthorized disclosures of confidential information by the agency and/or any of the personnel. In the event that records or copies of any such material are to be destroyed, GRC shall accomplish such destruction in a manner prescribed by OSCA and ensuring the obliteration of all data and preventing improper or unauthorized disclosure of the personal, restricted information. Shredding the materials shall satisfy this requirement. GRC will comply with OSCA policy regarding record retention and destruction.

Authorized personnel (Immigrant Responsibility Act)

GRC understands and agrees that by signing the RFP, the agency certifies the following:

- GRC will only utilize personnel authorized to work in the United States in accordance with applicable federal and state laws. This includes but is not limited to the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA) and INA Section 274A.
- If GRC is found to be in violation of this requirement or the applicable state, federal and local laws and regulations, and if the state of Missouri has reasonable cause to believe that the vendor has knowingly employed individuals who are not eligible to work in the United States, the state shall have the right to cancel the contract immediately without penalty or recourse and suspend or debar the vendor from doing business with the state.

Assignment

GRC agrees and understands that, in the event OSCA consents to a financial assignment of the contract, in whole or in part to a third party, any payments made by the state of Missouri pursuant to the contract, including all of those payments assigned to the third party, shall be contingent upon the performance of the prime vendor in accordance with all terms and conditions, requirements and specifications of the contract.

Insurance

GRC understands and agrees that the state of Missouri cannot save and hold harmless and/or indemnify the agency or employees against any liability incurred or arising as a result of any activity of the vendor or any activity of the vendor's employees related to the vendor's performance under the contract. Therefore, GRC must acquire and maintain adequate liability insurance in the form(s) and amount(s) sufficient to protect the state of Missouri, its agencies, its employees, its clients, and the general public against any such loss, damage and/or expense related to his/her performance under the contract.

Property of State

All reports, documentation, and material developed or acquired by GRC as a direct requirement specified in the contract shall become the property of the state of Missouri. GRC agrees and understands that all discussions with the agency and all information gained by GRC as a result of its performance under the contract shall be confidential and that no reports, documentation, or material prepared as required by the contract shall be released to the public without the prior written consent of OSCA.

Termination

GRC understands that OSCA reserves the right to terminate the contract at any time, for the convenience of the state of Missouri, without penalty or recourse, by giving written notice to the at least thirty (30) calendar days prior to the effective date of such termination. The agency shall be entitled to receive just and equitable compensation for services and/or supplies delivered to and accepted by the state of Missouri pursuant to the contract prior to the effective date of termination.

OSCA may terminate any agreements they may have, if the service is deemed to be unsatisfactory or fails to meet the goals and objectives of the treatment court. Any termination shall be by giving written notice at least thirty (30) days prior to the effective date.

Transition

Upon award of the contract, GRC will work with OSCA and any other organizations designated by OSCA to insure an orderly transition of services and responsibilities under the contract and to insure the continuity of those services required by OSCA.

Upon expiration, termination, or cancellation of the contract, GRC will assist OSCA to insure an orderly transfer of responsibility and/or the continuity of those services required under

the terms of the contract to an organization designated by OSCA, if requested in writing. GRC will provide and/or perform any or all of the following. The vendor shall deliver, FOB destination, all records, documentation, reports, data, recommendations, etc., which were required to be produced under the terms of the contract to OSCA and/or to the designee within seven (7) days after receipt of the written request.

GRC will discontinue providing service or accepting new assignments under the terms of the contract, on the date specified by OSCA in order to insure the completion of such service prior to the expiration of the contract.

No Actions, Suits, or Proceedings

GRC warrants that there are no actions, suits, or proceedings, pending or threatened, that will have a material adverse effect on the vendor's ability to fulfill its obligations under this contract. GRC further warrants that it will notify the state of Missouri immediately if the vendor becomes aware of any action, suit, or proceeding, pending or threatened that will have a material adverse effect on the agency's ability to fulfill the obligations under this contract.

Warranty of Vendor Capability

GRC warrants that it is financially capable of fulfilling all requirements of this contract, that there are no legal proceedings against it that could threaten performance of this contract, and that GRC is a validly organized entity that has the authority to enter into this contract. GRC is not prohibited by any loan, contract, financing arrangement, trade covenant, or similar restriction from entering into this contract.

GRC hereby covenants that at the time of the submission of the proposal the vendor has no other contractual relationships which would create any actual or perceived conflict of interest. GRC further agrees that during the term of the contract neither the agency nor any of its employees shall acquire any other contractual relationships which create such a conflict.

Business Compliance

GRC will be in compliance with the laws regarding conducting business in the state of Missouri. GRC certifies by signing the signature page of this original document and any amendment signature page(s) that the vendor and any proposed subcontractors either are presently in compliance with such laws or shall be in compliance with such laws prior to any resulting contract award. GRC shall provide documentation of compliance upon request by

OSCA. The compliance to conduct business in the state shall include but not necessarily be limited to:

- Registration of business name (if applicable)
- Certificate of authority to transact business/certificate of good standing (if applicable)
- Taxes (e.g., city/county/state/federal)
- State and local certifications (e.g., professions/occupations/activities)
- Licenses and permits (e.g., city/county license, sales permits)
- Insurance (e.g., worker's compensation/unemployment compensation)

Audit and Records Clause

In accepting any contract with the state, GRC agrees any pertinent state or federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant contract.

GRC understands it is required to retain records relative to the contract for the duration of the contract and for a period of three (3) years following completion and/or termination of the contract. If an audit, litigation, or other action involving such records is started before the end of the three (3) year period, the records are required to be maintained for three (3) years from the date that all issues arising out of the action are resolved, or until the end of the three (3) year retention period, whichever is later.

GRC agrees to fully cooperate with any audit or investigation from federal, state or local law enforcement agencies.

Responsibility and Reliability

Gibson Recovery Center's Mission is to provide "comprehensive services which promote new behaviors for healthy lifestyle". For the past 34 years the Gibson Recovery Center has been a mainstay in Southeast Missouri providing vital substance abuse services including residential services with a social setting detoxification unit for adult males. The center has a history of implementing and providing innovative programs to improve the quality of life for our consumers. For example, Gibson Recovery Center was one of the first to provide long-term residential treatment. This new program allowed Gibson Recovery Center to provide substance counseling services that included long term housing for up to 24 months, educational opportunities, employment training, life skills training, and other extensive services that were developed based on consumer's individual needs for a healthy lifestyle. Gibson Recovery Center is proud to employ some of the former program participants. Other formal participants are active presently in the recovery community with strong ties to the center as evidenced by their volunteer work and facilitation of in-house support groups. The Gibson Recovery Center has always been a willing partner in the development of new programs in collaboration with the Division of Behavioral Health.

Over the past two years the center has experienced growth and expansion by opening up Modified Medical Detoxification Inpatient Unit, 16 bed women's transitional housing unit and the re-opening of an 8 bed residential home. Gibson Recovery Center now has a variety of adult substance abuse services to include specialized services for those involved in the justice system, traffic offenders, and individuals with co-occurring disorders, anger management issues, emotional issues, gender specific issues and mental health issues.

Gibson Recovery Center management team has worked non-stop to diversify funding sources through other contracts, grants, private donations, insurance reimbursement, county mental health boards, and Missouri Foundation for Health.

Gibson Recovery Center is known throughout the state as providing quality substance abuse treatment. The center's various locations offers better access and availability with a menu of treatment services and to a diverse clientele through a variety of funding sources. Our proven commitment to improve access to consumers insures Gibson Recovery Center of increased access to services, which is one of primary objectives of this proposal.

The Gibson Recovery Center has always met the start- up date as required in the awarded contracts. Gibson Recovery Center does not anticipate any difficulties starting services if award this contract. The Gibson Recovery Center average start up from notification of award is 28 days; this includes locating a site, hiring, training clinical, support staff, the purchase of necessary equipment and inspections to enhance the quality of treatment. Gibson sees no issues with the implementation of starting this proposal we currently have qualified staff and an office that is fully staff to provide the services under this proposal.

Gibson Recovery Center will demonstrate once again our ability to systematically implement new programs to the specification requirements in this request for proposal. The management team (Executive Director, Chief Operating Officer, Facility Director, Site Managers, Inpatient Director, and Network Administrator, all have been a vital part of our past growth and expansion. Each manager is willing to oversee the implementation of this proposal. We are confident of our successful track record to deliver quality services in an expedited time frame. Under this proposal Gibson Recovery Center will assigned an experienced manager who has experience in implementing the drug court program successfully.

RFP OSCA 11-036
EXHIBIT E
Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Instructions for Certification

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the List of Parties Excluded from Procurement or Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

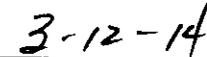
- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

John Gary, Executive Director
Name and Title of Authorized Representative

Signature



Date





**PHILADELPHIA
INSURANCE COMPANIES**

A Member of the Tokio Marine Group

One Bala Plaza, Suite 100
Bala Cynwyd, Pennsylvania 19004
610.617.7900 Fax 610.617.7940
PHLY.com

**Philadelphia Indemnity Insurance Company
COMMON POLICY DECLARATIONS**

Policy Number: PHPK1000024

Named Insured and Mailing Address:
Gibson Recovery Center
1112 Linden St
Cape Girardeau, MO 63703-7707

Producer: 15484
MISSOURI GENERAL INSURANCE AGENCY, I
425 NORTH NEW BALLAS ROAD
ST. LOUIS, MO 63141

Policy Period From: 04/01/2013 **To:** 04/01/2014

at 12:01 A.M. Standard Time at your mailing
address shown above.

Business Description: Non Profit Organization

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS
INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	26,240.00
Commercial General Liability Coverage Part	4,893.00
Commercial Crime Coverage Part	
Commercial Inland Marine Coverage Part	
Commercial Auto Coverage Part	8,211.00
Businessowners	
Workers Compensation	
Professional Liability	8,002.00
Total	\$ 47,346.00
Total Includes Federal Terrorism Risk Insurance Act Coverage	70.00

**FORM (S) AND ENDORSEMENT (S) MADE A PART OF THIS POLICY AT THE TIME OF ISSUE
Refer To Forms Schedule**

*Omits applicable Forms and Endorsements if shown in specific Coverage Part/Coverage Form Declarations

CPD- PIIC (01/07)

Countersignature Date

Authorized Representative