

# Community Counseling Services, Inc.

Serving The People of Crawford County

2458 Stetzer Road • Bucyrus, Ohio 44820

419-562-2000 • FAX 419-562-1296 • TDD 419-468-8211

CINDY WALLIS, MSW, LISW-S

**Memorandum of Understanding:** Between Community Counseling Services, 2458 Stetzer Rd., Bucyrus, Ohio 44820 and Pioneer Career & Technology Center, 3288 Holmes Center Rd., 27 Ryan Rd. Shelby, Ohio 44875

**Agreement Period:** Commencing on or about August 21, 2019 and running through June 4, 2020

## Scope of Services:

### Community Counseling Services will provide the following:

1. Provide a Counselor or Social Worker to serve the students of Pioneer Career & Technology Center for the purpose of Mental Health Services
2. Provide written documentation to show the date and time of services provided for billing purposes
3. Follow all Protected Health Information laws. Confidentiality will be assured at all times under this contract
4. Work to coordinate with Pioneer Career & Technology Center staff to ensure as many students are open under the Crawford-Marion County ADAMH Board School grant as possible

### Pioneer Career & Technology Center will provide the following:

1. Students who are in need of mental health services (diagnostic assessment and counseling). School personnel will make the initial contact with the referred family
2. Office space for confidentiality of the student
3. Referral information and collateral information in coordinating care for each student. The school will make the initial contact to initiate services
4. Be the liaison between Community Counseling Services, Pioneer Career & Technology Center and the child's parent/guardian for the coordination and provision of services
5. Contact Community Counseling Services when school is cancelled (i.e., in service days, snow days, etc.)

**Payment:** Pioneer Career & Technology Center will make payment of \$90.00 per hour for any uncovered time where a student is not available (either due to the school or students choice). Pioneer Career & Technology Center will not be responsible for payment of any appointments kept as long as the student is open with Community Counseling Services. For all kept appointments, Community Counseling Services will bill the child's funding source (i.e., Insurance, Medicaid, or ADAMH Board).

This contract may be terminated by either party with 30 days written notice.

**Pioneer Career & Technology Center  
Superintendent**

Date: \_\_\_\_\_

Tax ID: \_\_\_\_\_

**Community Counseling Services  
Executive Director**

Date: Cindy Wallis  
7-11-19

Tax ID: 34-1122071