

EXHIBIT A-2 FOR MENTAL HEALTH PROGRAMS

COMMUNITY BASED ORGANIZATION MASTER CONTRACT

Quality Assurance Addendum

Contractor shall be responsible for knowing and implementing the policies contained in Alameda County Behavioral Health Care Services' (BHCS') Quality Assurance (QA) Manual as may be updated from time to time by BHCS. The manual and updates shall be available on the BHCS website, at <http://www.acbhcs.org/providers/QA/QA.htm>. Email communications may be made to notify providers of periodic updates and changes made to the QA Manual. Contractor shall have and maintain a QA Plan that meets the requirements of the BHCS Office of QA. This plan shall be available on-site for review by BHCS.

- **UPDATES:** Contractor shall be responsible for informing the QA Office of any changes to Contractor's primary email address.
- **CREDENTIALING:** Contractor shall be responsible for verifying the credentials and licensing of their staff and employees as contained in BHCS, state and federal requirements. Contractor shall ensure that staff providing services under this Agreement are in good standing with Centers for Medicare and Medicaid Standards (CMS) and not on any list of providers who are excluded from participation in federal health care programs.
- **DOCUMENTATION STANDARDS:** Contractors shall comply with Documentation Standards, Policy and Procedures as set forth in the QA Manual and as may be amended by notice on the BHCS Provider website. All of Contractor's QA staff and Clinical Supervisors shall attend BHCS Documentation Trainings and Continuous Quality Review Team (CQRT) Trainings annually.
- **QA AUDITS:** Contractor shall cooperate with BHCS in any review and/or audit initiated by BHCS.
- **UTILIZATION MANAGEMENT:** Contractor shall comply with policies related to the Utilization Management Program of BHCS as set forth in the QA Manual and the Clinical Quality Review Team (CQRT) Manual as may be updated from time to time by BHCS.
- **OTHER APPLICABLE POLICIES:** All Contractors/Providers shall comply with all other applicable policies as set forth in the QA Manual and such amendments as posted on the BHCS Provider website.