

CSA Agreement to Purchase Services Reporting Requirements

Contract Service	Treatment/Service Plan	Progress Reports
<i>Private Education (Addendum A)</i>	Monthly Attendance to LEA (FCPS Multi-Agency Services, FFCPS)	Quarterly to LEA (FCPS Multi-Agency Services, FFCPS)
<i>Residential Treatment & Congregate Care (Addendum B)</i>	Within thirty (30) days of service initiation.	Monthly to Case Manager
<i>Community Based Services (Addendum C)</i>	Within thirty (30) days of service initiation.	Monthly, by the 15th of the month to Case Manager
<i>Treatment Foster Care Services (Addendum D)</i>	Within thirty (30) days of service initiation.	Quarterly to Case Manager & CSA Program Office
Outpatient therapy	Within ten (10) business days of the fourth (4th) session of services initiated	Within ten (10) business days after the end of the third month services were delivered
Evidence Based Treatments	The Provider will complete and submit a written initial assessment within thirty (30) days of initiation of clinical services.	By the 15th day of the month after the end of the month services were delivered.
Intensive Care Coordination	Within 45 days of initiation of ICC	Plan of Care due monthly to case manager/team and the budget tracking info due to case manager by the 15th of the month.