

ATTACHMENT A

CHITTENDEN CENTRAL SUPERVISORY UNION SCHOOL SOCIAL WORKER CONTRATOR PROVISIONS

A. The Organization's responsibilities and expectations:

1. Provide a furnished and confidential space for the School Social Worker including a telephone, locked file cabinet and computer access.
2. Negotiate and develop with the School Social Worker a process for referral and follow-up within the school setting.
3. Ensure that staff will receive the release time needed to participate in the professional training, supervision, and documentation necessary to carry out their job duties and responsibilities.

B. Contractor's responsibilities and expectations:

1. Provide Organization with 1 FTE (Full Time Equivalent) experienced, licensed, and supervised School Social Worker to be deployed to the Westford Elementary School. This position will be a contractor position and must be appropriate to the school district and the Contractor.
2. The work year shall be for a total of 205 days for each FTE worker. The school calendar will be followed and the days of service beyond the student days will be determined by the School.
3. Provide Organization with the assessment, crisis response, treatment, family outreach, service coordination and group work for students referred from the school setting.
4. Provide the Organization with consultation to administration, special education staff, guidance, classroom teachers and appropriate others concerning the treatment needs of identified students.
5. Provide the Organization with outcome information collected at the conclusion of the year.
6. Provide the salary, benefit package, supervision, training, and the professional liability coverage for all staff assigned to fulfill this contract.
7. Adhere to the policies and procedures of Organization (available on-line at www.ccsu.k12.vt.us).
8. In addition to compliance with FERPA, all Contractor's staff will adhere to the privacy standards of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). See Attachment C.

C. Criminal Records Check

1. The staff supplied by the Contractor must undergo fingerprinting and completion of a criminal record check prior to the beginning date as stated above. The Request for Criminal Record Check form may be obtained at the office of the superintendent and must be accompanied with payment of \$24.00 to the Vermont Department of Public Safety.