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STATE OF TEXAS §
§
COUNTY OF TRAVIS §

CONTRACT FOR SPECIALIZED TREATMENT SERVICES
Contract CON0001749

This contract will become effective **upon date of last signature**, and is by and between the **Texas Juvenile Justice Department**, hereinafter **TJJD**, and **Youth 180 , Inc., 201 S Tyler St., Ste. 100, Dallas, Texas 75208** hereinafter **Service Provider**, for the purpose of providing **Specialized Treatment Services** for TJJD youth. This contract is identified as **Contract CON0001749**.

This contract is entered into under the authority of Texas Government Code Section 2155.143 and Texas Human Resources Code, Title 12, Chapters 242 and 244 for the mutual considerations described herein.

SECTION I
CONTRACT TERM

This contract be will effective **upon date of last signature,** and shall remain in effect through **December 31, 2027.** This contract may be renewed for two (2) additional terms of two (2) years each, provided that both parties agree in writing through contract amendment to each renewal. Any renewals shall be at the same terms and conditions, including any approved changes.

Initial Term: date of last signature to December 31, 2027
First Renewal Option: January 1, 2028 to December 31, 2030
Second Renewal Option: January 1, 2031 to December 31, 2033

SECTION II
SERVICE PROVIDER

Service Provider agrees to perform the following service(s) for TJJD youth:

A. SUBSTANCE USE (SU)

Service Provider will:

1. Maintain licensure as a Licensed Chemical Dependency Counselor (or be actively seeking licensure as a Licensed Chemical Dependency Counselor Intern) or as a Qualified Credentialed Counselor for the full term of this contract, which includes any subsequent renewals/extensions as preapproved by TJJD. Service Provider must be licensed in the State of Texas before any services are rendered pursuant to this contract. All counselors providing services to TJJD youth under this contract must be and remain properly qualified and credentialed while providing services under this contract and be preapproved by TJJD before any services are rendered pursuant to this contract. It is Service Provider's responsibility to provide TJJD with: licensing information upon execution of this contract and upon execution of any renewal amendment, if applicable; a new/renewed/reissued license when issued; and also provide licensing information upon request by TJJD.

2. Review the youth's TJJD assessment, treatment plan, and discharge/transition summary or other treatment records and recommendations for treatment based on the youth's risk and

protective factors prior to implementing treatment. Services described in this paragraph are required within the first month the youth is admitted for treatment.

3. Conduct an initial interview with the youth to determine the youth's understanding of the treatment needs identified through the review described in paragraph 2 above and to establish the basis for developing the youth's treatment plan.

4. Work with the written treatment plan provided by the referring staff/facility. Service Provider will develop a treatment plan to continue working toward treatment goals, including the expected duration of treatment. The treatment plan will also explicitly address each of the identified recommendations referenced in paragraph 2 above and be provided to the youth's Primary Service Worker (PSW). The treatment plan shall be completed and filed in the youth's record within **five (5) individual service days** of admission, in accordance with Texas Administrative Code, Title 26, Chapter 564, Section 564.804(f). The treatment plan shall include a written sequence of observable and measurable behavioral objectives designed to address and minimize the youth's risk factors or triggers for reoffending and relapse. The treatment plan shall contain specific strategies to achieve the objectives (group, individual, family sessions, etc.) and shall reference any specific curriculum or treatment program to be used. The treatment plan shall also include a summary of the initial interview and any case notes.

5. Provide evidence-based treatment programming as determined by the youth's individualized level of care needs. Treatment for the youth will also involve evidence-based Relapse Prevention curricula approved by the Manager of SU Specialized Treatment.

6. Provide the following:

   a. Services Provider may provide up to ten (10) sessions. A request to schedule additional sessions may be approved by the chief local administrator. If group services are preferred, but not feasible because there are not enough youth available, Service Provider shall include individual treatment services. Individual services shall be for a minimum of one (1) continuous hour per month. The one (1) continuous hour should be at least fifty (50) minutes of treatment services and ten (10) minutes of case management. The individual treatment services shall not exceed one (1) continuous hour per week, unless it is mutually agreed upon by both Service Provider and the designated TJJD staff member to provide additional individual treatment services for up to two (2) continuous hours per week. Group services shall be a minimum of one and a half (1.5) continuous hours, but not more than three (3) continuous hours per week. Additional time requires prior written approval from TJJD.
   b. Services are to be provided in Service Provider's office, identified service area/region or a TJJD facility.

      1. If services are to be provided in the youth's home, a safety plan shall be approved by TJJD prior to services beginning. If services are provided in the home, this type of service location shall have been determined relevant and necessary to meet the youth's needs.
      2. If services are provided through telehealth, prior approval by TJJD is required before services begin. Telehealth services location will be in-office and shall have been determined relevant and necessary to meet treatment needs of the youth.
      3. If services are provided through the telephone, prior approval by TJJD is required before services begin. Telephone services location will be in-office and shall be determined relevant and necessary to meet treatment needs of the youth.

c. Documentation of any collateral contact/case management. Collateral contacts could include, but are not limited to: attending Admissions, Review, and Dismissal (A.R.D.) meetings, Community Resource Coordination Group (C.R.C.G.) staffing and development of the treatment plan, interview and evaluation of youth, meetings with TJJD staff, coordinating care with psychiatric providers, and monthly progress reports.

7. Submit copies of monthly progress reports **(Exhibit H)** to the youth's TJJD PSW that include the following information:

   a. The youth's progress toward reducing risk factors and increasing protective factors related to treatment;
   b. Summary of efforts made to address responsivity an criminogenic needs;
   c. Summary of the youth's participation in clinical services provided;
   d. Copy of the youth's treatment plan that summarizes the youth's movement towards completing the objectives stated, participation in services provided, relevant behavior, and barriers identified;
   e. A copy of the revised treatment plan for the next month with revised objectives, strategies, or approaches;
   f. Documentation of all collateral contacts made; and
   g. Copies of either dated and completed weekly sign-in sheets (**Exhibit G**) showing the printed name and signature of each youth and Service Provider conducting the session or copies of TJJD group attendance logs, as determined by program type.
   h. Telehealth session copies must include dates, completed session and service provider's name conducting the session.
   i. Telephone session copies must include date, completed session and service provider's name conducting the session.

8. Ensure that if group sessions are required, they shall be preapproved and group size limited to a maximum of eight (8) youth. Service Provider must provide adequate facility space for services which affords confidentiality of group members. If space is determined to be inadequate, TJJD reserves the right to remove youth from the program.

9. Communicate the youth's treatment schedule to the designated TJJD staff member. The treatment schedule should be based upon information from the Specialized Aftercare Services Referral Packet Checklist and Approval form (CCF-809) that will be provided by TJJD. Submit schedule changes and attendance sheets to the designated TJJD staff member showing those youth present and absent from sessions on a weekly basis, including the signatures of both youth and Service Provider.

10. Contact the youth's PSW after one (1) missed appointment. Discharge the youth from service after two (2) missed sessions within one (1) month or a total of three (3) missed sessions and notify the designated TJJD staff member within 24 hours of discharge.

11. Provide services in a facility if requested by the youth's TJJD PSW.

12. Provide services in the identified region as requested by youth's TJJD PSW and as indicated in the Specialized Aftercare Application.

B. BEHAVIORAL HEALTH (BH)

Service Provider will:

1. Maintain licensure as a Masters or Doctoral level therapist or psychologist for the full term of this contract, which includes any subsequent renewals/extensions as preapproved by TJJD. Service Provider must be licensed in the State of Texas before any services are rendered pursuant to this contract. Individuals who are provisionally licensed may provide services as long as they are under the supervision of a licensed professional in accordance with their licensing board. Any clinician providing services to TJJD youth under this contract within the contracted Service Provider's practice must be and remain properly licensed while providing services under this contract and be preapproved by TJJD before any services are rendered pursuant to this contract. It is Service Provider's responsibility to provide TJJD with: licensing information upon execution of this contract and upon execution of any renewal amendment, if applicable; a new/renewed/reissued license when issued; and also provide licensing information upon request by TJJD.

2. Review the youth's TJJD assessment, treatment plan, and discharge/transition summary or other treatment records and recommendations for treatment based on the youth's risk and protective factors prior to implementing treatment. Services described in this paragraph are required within the first month the youth is admitted for treatment.

3. Conduct an initial interview with the youth to determine the youth's understanding of the treatment needs identified through the review described in paragraph 2 above and to establish the basis for developing youth's treatment plan.

4. Develop an initial written treatment plan that contains treatment goals and the expected duration of treatment, and also explicitly addresses each of the identified recommendations referenced in paragraph 2 above. The treatment plan must be provided to the youth's Primary Service Worker (PSW) within **five (5) days** of the initial appointment. The treatment plan shall include a written sequence of observable and measurable behavioral objectives designed to address and minimize the youth's risk factors or triggers for reoffending and relapse. The treatment plan shall contain specific approaches to achieve the objectives (group, individual, family sessions, etc.) and shall reference any specific curriculum or treatment program to be used. Services described in this paragraph are required within the first month the youth is admitted for treatment. The treatment plan shall also include a summary of the initial interview and any case notes.

5. Provide evidence-based treatment programming as determined by the youth's individualized level of care needs and approved by TJJD. Service Provider may only use programming that was approved prior to this contract being awarded. If Service Provider wishes to use programming not approved prior to this contract being awarded, Service Provider must obtain approval from TJJD prior to using the programming.

6. Provide the following:

    a. Service Provider may provide up to ten (10) sessions. A request to schedule additional sessions may be approved by the chief local administrator. If group services are preferred, but not feasible because there are not enough youth available, Service Provider shall include individual treatment services. Individual services shall be for a minimum of one (1) continuous hour per month. The one (1) continuous hour should be at least fifty (50) minutes of treatment services and ten (10) minutes of case management. The individual treatment services shall not exceed one (1) continuous hour per week, unless it is mutually agreed upon by both Service Provider and the designated TJJD staff member to provide additional individual treatment services for up to two (2) continuous hours per week. Group services shall be for a minimum of one and a half (1.5) continuous hours, but not more

than three (3) continuous hours per week. Additional time requires prior written approval from TJJD.

b. Services are to be provided in Service Provider's office, identified service area/region, a TJJD facility, or if needed, in the youth's home. If services are to be provided in the youth's home, a safety plan shall be approved by TJJD prior to services beginning. If services are provided in the home, this type of service location shall have been determined relevant and necessary to meet the youth's needs.

c. Documentation of any collateral contact/case management. Collateral contacts could include, but are not limited to: attending Admissions, Review, and Dismissal (A.R.D.) meetings, Community Resource Coordination Group (C.R.C.G.) staffing and development of the treatment plan, interview and evaluation of youth, meetings with TJJD staff, coordinating care with psychiatric providers, and monthly progress reports.

7. Provide monthly progress reports **(Exhibit H)** to the designated TJJD staff that include:

   a. The youth's progress toward reducing risk factors and increasing protective factors related to treatment;
   b. Summary of efforts made to address responsivity and criminogenic needs;
   c. Summary of the youth's participation in clinical services provided;
   d. Copy of the youth's treatment plan that summarizes the youth's movement towards completing the objectives stated, participation in services provided, relevant behavior, and barriers identified;
   e. A copy of the revised treatment plan for the next month with revised objectives, strategies, or approaches;
   f. Documentation of all collateral contacts made; and
   g. Copies of either dated and completed weekly sign-in sheets (**Exhibit G**) showing the printed name and signature of each youth and Service Provider conducting the session or copies of TJJD group attendance logs, as determined by program type.
   h. Telehealth session copies must include dates, completed session and service provider's name conducting the session.
   i. Telephone session copies must include date, completed session and service provider's name conducting the session.

8. Communicate the youth's treatment schedule to the designated TJJD staff member. The treatment schedule should be based upon information from the Referral Packet Checklist and Approval form (CCF-809) that will be provided by TJJD. Submit schedule changes and attendance sheets to designated TJJD staff member showing those youth present and absent from sessions on a weekly basis, including the signatures of both youth and Service Provider.

9. Contact the youth's PSW after one (1) missed appointment. Discharge the youth from service after two (2) missed sessions within one (1) month or a total of three (3) missed sessions and notify the designated TJJD staff member within 24 hours of discharge.

10. Provide services in a facility if requested by the youth's TJJD PSW.

11. Provide services in the identified area/region selected in the Specialized Treatment Application.

C. Intentionally Left Blank

D. THE FOLLOWING APPLY TO ALL SERVICES:

1. TJJD shall pay for services based on a fee schedule for services at the time of delivery. Those rates are included in **Exhibit B, Fee Schedule**. However, Service Provider is required to first seek payment through Medicaid, if Service Provider is a Medicaid provider, for Medicaid covered services provided to TJJD youth who are Medicaid recipients and/or by filing insurance claims for TJJD youth who have insurance coverage. Prior to approving service provisions for serving a particular TJJD youth or his or her family, Service Provider must submit a billing plan indicating whether Medicaid, private insurance, or TJJD will be billed for each service. Invoices submitted to TJJD for payment will be reviewed and returned with a reminder to bill the appropriate party if services are determined to be reimbursable by Medicaid (if a Medicaid provider) or private insurance.

2 Service Provider shall provide services in the counties within its Service Area as identified in the Specialized Aftercare Application. Services are defined as in office, out of office, in-home services, telehealth and telephone services. Out of office services may include TJJD institutions, halfway houses, and parole offices.

3. For services provided to TJJD youth for which Service Provider cannot receive payment through Medicaid or insurance, Service Provider shall submit an invoicing cover sheet **(Exhibit F)**, monthly invoice, with sign-in sheets (**Exhibit G**) and monthly progress reports **(Exhibit H)** to the designated TJJD billing location (**see Exhibit C**) for services provided, no later than ten (10) working days from the last day of the month for which payment is requested. If a claim is rejected by Medicaid and/or the insurer, Service Provider shall submit an invoice for payment of the claim with the required backup documentation and evidence of claim rejection to the designated TJJD billing location no later than ten (10) working days from the date of notification of rejection. All invoices shall contain the name and TJJD number of the youth for whom services were provided, the date said services were provided, and a description of the services rendered. Completed sign-in sheets (**Exhibit G**) and monthly progress **(Exhibit H)** reports shall be included with the invoice as backup documentation. If the invoice or backup documentation is erroneous or incomplete, it will delay the processing of the invoice. Payment will be made in accordance with Chapter 2251 of the Texas Government Code.

4 **Travel:** Service Area is defined as the area in which Service Provider provides services without travel charges. All requests for travel require written approval from the Parole Supervisor or Regional Manager in advance. Mileage is reimbursed at a rate of $0.50 per mile.

5. **Missed appointment (no-show):** In the event a youth is not available for a scheduled appointment when Service Provider is present, Service Provider may conduct staff training, consult with staff, or perform other administrative duties relating to the youth's psychological needs. Service Provider may bill no more than one (1) hour for these services.

E. MEASURES OF PERFORMANCE AND QUALITY OF SERVICES:

1. TJJD has adopted a system of evaluating program effectiveness and promoting continuous improvement by: monitoring compliance with this contract agreement; identifying and monitoring targeted performance measures; evaluating the quality of service delivery; requiring corrective action for any identified area of deficiency; conducting a program risk assessment; and setting and modifying goals to maximize performance and sustain continuous improvement. The basis for program evaluation and monitoring includes the following:

   - Periodic announced and/or unannounced on-site program monitoring by TJJD
   - Compliance with this contract for Specialized Treatment Services
   - Progress toward treatment outcomes

- Service Provider agrees to allow TJJD to conduct monitoring and fully cooperates in all processes
- Service Provider shall be responsible for monitoring the operations of the program and correcting deficiencies as they occur
- Service Provider shall take appropriate action within the time period specified by TJJD to correct findings and deficiencies identified during any and all monitoring visits

TJJD monitoring staff and Service Provider may discuss and mutually agree upon additional performance measures and standards for each type of specialized treatment service.

2. Service Provider recognizes that TJJD is paying Service Provider to deliver the services specified herein. Service Provider shall be required to meet a minimum **Acceptable Quality Level (AQL)**. The AQL is defined as the level of service at which the program will operate properly, as agreed upon in this contract, and below which contract payment may be withheld until corrective actions are taken. In addition, if service remains below the AQL without required corrective actions being taken, damages may be assessed. Service Provider is required to ensure the AQL is maintained at all times during the performance of this contract.

3. In order to evaluate the quality of service delivery and progress toward treatment outcomes, Service Provider shall be subject to performance standards that will measure its progress in meeting the goals of the treatment services being provided. TJJD may conduct an on-site review, a desk review, or both during the term of this contract. Prior to any review, TJJD will provide a monitoring form describing the areas to be monitored and reviewed. At a minimum, Service Provider shall be reviewed annually in meeting the following Performance Measures and Outcome Measures listed below.

4. **Performance Measures:**

   a. Provide youth timely access to treatment by completing an initial assessment within fourteen (14) days of receiving a referral;
   b. Have youth receiving treatment within thirty (30) days of referral, as evidenced by attendance logs for services provided;
   c. Based on services provided, forty percent (40%) of youth will complete treatment programs;
   d. Provide continuity of care and/or additional services based on a new assessment of need related to the youth's *Positive Achievement Change Tool (PACT)* assessment;
   e. Document progress of treatment as evidenced by completion of the monthly documentation requirements listed in this contract for services provided for no less than ninety (90%) of the youth referred; and
   f. For those youth served, demonstrate an increase in protective factors and a reduction in risk factors in the type of treatment service provided.

5. **Outcome Measures:**

   a. For youth completing the program, eighty percent (80%) should have no rearrests within sixty (60) days of treatment completion;
   b. Number of participants who successfully complete the programs under this contract;
   c. Youth served will successfully complete parole at higher rates than similar youth who do not participate in aftercare programming;
   d. Youth served will recidivate at lower rates than similar youth who do not participate in aftercare programming;
   e. Youth who receive pre-release contact by aftercare providers and field staff will have higher rates of successful completion of parole; and

f. Youth served will see increased protective factors and decreased risk factors on the *PACT*.

F. SERVICE PROVIDER RESPONSIBILITIES:

1. Service Provider shall comply with all federal, state, and local laws, and all statutes, ordinances, rules, and regulations, and the orders and decrees of any court or administrative bodies or tribunals in any matter affecting the performance of this contract including, if applicable, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, Service Provider shall furnish TJJD with satisfactory proof of its compliance.

2. Service Provider shall comply with all TJJD policies and procedures related to safety and security of youth. Service Provider shall report all criminal charges or traffic violations. If applicable, Service Provider shall complete the Child Abuse Registry Check Consent Form, TJJD form HR-028, and submit it to the TJJD Manager of Criminal Background Checks Department, 1801 N Congress Ave., Ste. 13.1400, Austin, TX 78701.

3. Service Provider shall comply with the Prison Rape Elimination Act of 2003 (PREA) (42 U.S.C. 15601 et seq.) and with all applicable standards, rules, regulations, and TJJD policies related to PREA. TJJD PREA policies are noted in the attached **Exhibit E** and incorporated herein for all purposes. Service Provider shall complete the online PREA E-course and return the completion certificate with the signed acknowledgment form as noted in the attached **Exhibit E** and submit it to Contract Specialist Vickie Griffin at: Vickie.griffin@tjjd.texas.gov

4. Service Provider shall adhere to the individual licensee's code of conduct and code of ethics under Texas Administrative Code, Title 22, Part 30, Chapter 681, Subchapter C.

5. Service Provider shall correct all service defects within a time period reasonable to the severity of the defect, as per agreed upon service levels.

6. If Service Provider is providing specialized treatment services to a youth that is about to be released from TJJD residential status, Service Provider is required to have a pre-release coordination phone conference call with the youth, the youth's case manager, and Service Provider receiving staff.

7. Service shall provide services in the identified service area/region listed in the Specialized Aftercare Application. If services are request and/or needed outside the original application service area/region the contract shall formally request the Parole Supervisor or Regional Manager to provide such services in the community.

8. Terms and Conditions are hereby incorporated as **Exhibit D** to this contract.

SECTION III
TJJD

For and in consideration of the services provided to TJJD youth, TJJD shall:

A. Determine which youth are eligible for referral to Service Provider's program and make appropriate referrals, giving referral preference to Service Provider if they are a Medicaid provider.

B. Approve Service Provider's Service Area, treatment program, and treatment plan(s) prior to commencement of services.

C. Pay for services rendered by Service Provider in accordance with the fee schedule (**Exhibit B**) and Section II, D.

1. Reimburse Service Provider for approved round trip travel expenses outside their Service Area as identified in the Specialized Aftercare Application to the location(s) listed below:
NA

D. Ensure that terms of payment shall be in accordance with Chapter 2251 of the Texas Government Code, commonly known as the prompt payment act, and Section 403.0551 of the Texas Government Code, which provides that payment owed to Service Provider under this contract will be applied toward elimination of Service Provider's indebtedness to the state, delinquency in payment of taxes to the state, or delinquency in payment of taxes that the Comptroller administers or collects until the indebtedness or delinquency is paid in full.

E. Take appropriate action if notified of a youth or a youth's family not being available for a scheduled visit.

F. Remove a youth from Service Provider's program after two (2) missed appointments within one (1) month or a total of three (3) missed appointments or when Service Provider determines that the youth can no longer remain in the program due to treatment or behavioral issues.

G. Remove a youth from Service Provider's program when conditions exist that threaten the health, safety, or welfare of TJJD youth in the program.

H. At the time of referral, provide Service Provider with the following:

1. Most recent psychological evaluation;
2. The youth's success plan information to include the youth's goals, plans to achieve goals, and barriers to goal achievement;
3. Release or Transition Case Plan; and
4. Discharge Summary from specialized treatment program.

I. Forward the parole treatment plan to Service Provider whenever the treatment plan is updated or revised.

J. Ensure all counselors providing services to youth are approved by TJJD prior to services being provided and based on criteria established by TJJD.

K. Maintain records of all approvals by TJJD.

SECTION IV
Notices

Notices shall be addressed to the Business Operations and Contracts, Texas Juvenile Justice Department, mailing address: P.O. Box 12757, Austin, Texas 78711. The following is additional contact information for purposes of this contract:

Service Provider Point of Contact:

Primary Contact
Name: Keri M. Stitt, M.A., LPC-S, President and CEO
Office Phone: 214/942-5166
Cell Phone: 972/746-6381
Email: kstitt@youth180tx.org

Viviana Triana MDiv., LCSW Supervisor
Chief Programs Officer
Office: 214/942-5166 X1051
Email: vtriana@youth180tx.org

Nikita Yarbrough, LCDC-Intern
Revenue & Compliance Manager| Youth 180, Inc.
Office: 214/942-5166 X4627
Fax: 214/594-9264
Email: nyarbrough@youth180tx.org

Web Site: www.youth180tx.org

TJJD Point of Contact for Service:
Name: Marqus Butler, Mgr V-Reentry Sys & Parole Ops
Email: marqus.butler@tjjd.texas.gov
And
Name: Amy Dupaty, PS III-Reentry&Parole Aftercar
Email: Amy.dupaty@tjjd.texas.gov

Contracts Point of Contact:
Vickie Griffin, Contract Specialist
Phone: 512-490-7148
Email: Vickie.griffin@tjjd.texas.gov

IN WITNESS WHEREOF, the parties hereto have made and executed this contract as of the day and year last below written.

For the Texas Juvenile Justice Department:

[redacted] 01/08/2026

Shandra Carter, Executive Director — Date

For Service Provider:

[redacted] Keri Stitt 12/18/25

Signature — Printed Name — Date

EXHIBIT A
EXECUTION OF OFFER

By signature hereon, Contractor certifies that:

All statements and information prepared and submitted are current, complete and accurate.

Failure to sign the Execution of Offer or signing it with a false statement shall void the submitted Offer or any resulting contracts.

Prior Disaster Relief Contract Violation. Under Section 2155.006 and 2261.053, Government Code, the vendor or contractor certifies that the individual or business entity named in this bid [Response] or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

Sections 2155.006 and 2261.053 of the Texas Government Code, prohibit state agencies from accepting a response or awarding a contract that includes proposed financial participation by a person who, in the past five years, has been convicted of violating a federal law or assessed a penalty in connection with a contract involving relief for Hurricane Rita, Hurricane Katrina, or any other disaster, as defined by Section 418.004 of the Texas Government Code, occurring after September 24, 2005. Under Sections 2155.006 and 2261.053 of the Texas Government Code, Therefore, undersigned Contractor certifies that the individual or business entity named in this response or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

Compliance with Child Support Obligation Pursuant to Texas Family Code Section 231.006
Under Section 231.006 of the Texas Family Code, Service Provider must certify that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Therefore, to assess compliance with Texas Family Code Section 231.006: SERVICE PROVIDER MUST PROVIDE, IN THE SPACE BELOW, THE NAME AND SOCIAL SECURITY NUMBER OF AN INDIVIDUAL OWNER, A SOLE PROPRIETOR, AND ALL PARTNERS, SHAREHOLDERS, OR OWNERS WITH AN OWNERSHIP INTEREST OF AT LEAST TWENTY-FIVE (25) PERCENT OF THE BUSINESS ENTITY ENTERING INTO THIS CONTRACT.

For a business entity to which the above does not apply, indicate with "NONE" below.

Name:	Social Security Number:	Percent Ownership:

Under Texas Government Code Section 669.003, relating to contracting with an executive head of a state agency, Contractor represents that (1) no person currently serves, (2) a person at any time during the four years before the date of the contract or (3) a person who employs a current or former executive head of TJJD has served as an executive head of the Texas Comptroller of Public Accounts, TJJD, or any other state agency involved with or that has any interest in this proposal or any contract resulting from this solicitation. If Contractor employs or has used the services of a former executive head of TJJD or other

state agency, then Contractor shall provide the following information: Name of former executive, name of state agency, date of separation from state agency, position with Contractor, and date of employment with Contractor.

Pursuant to Section 2271.002 of the Texas Government Code, Contractor certifies that either (i) it meets an exemption criterion under Section 2271.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification in its Response. Contractor also certifies by signature that it is not ineligible to receive the contract pursuant to Section 2252.152 of the Texas Government Code which prohibits TJJD from awarding a contract to any person who does business with Iran, Sudan, or a foreign terrorist organization as defined in Section 2252.151 of the Texas Government Code.

Contractor certifies that Contractor, and, if applicable, any of its holding companies or subsidiaries, is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or
b. Listed in Section 1260H of the 2021 NDAA; or
c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. section 791.4; or
d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. section 791.4.

Advertising Of Award: The Contractor agrees not to refer to awards in commercial advertising in such a manner as to state or imply that the product or service provided is endorsed or preferred by the Department or is considered by the Department to be superior to other products or services.

Immigration: Contractor represents and warrants that it shall comply with the requirements of the Immigration and Nationality Act (8 U.S.C.Â§ 1101 et seq.) and all subsequent immigration laws and amendments.

No Collusion: Offeror represents and certifies its employees, agents and representatives have not and shall not discuss or disclose the terms of their proposal and its submission or response thereto with any third party other than persons or entities which Offeror engaged to assist it with respect to such response or submission.

Contractor represents and warrants that the individual signing this Execution of Offer is authorized to sign this document on behalf of the Contractor and to bind the Contractor under any contract resulting from this Offer.

Contractor certifies that it has not been an employee of TJJD within the last twelve (12) months.

By their signature below, Contractor acknowledges that it has read and understands the foregoing and certifies to same.

Contractor (COMPANY): Youth180

SIGNATURE (INK) [redacted]

NAME (TYPED/PRINTED) Keri Stitt

TITLE: President + CEO **DATE:** 12/18/25

EMAIL ADDRESS: KStitt@youth180tx.org

STREET: 201 S. Tyler St. Suite #100 Dallas, TX 75208

Docusign Envelope ID: E8304C2F-0894-4024-A7EC-8B6CD733D58C

CITY/STATE/ZIP: Dallas, Tx 75208

TELEPHONE AND FACSIMILE NO.: 214-942-5164

PAYEE IDENTIFICATION NUMBER:_____ or

FEDERAL TAXPAYER IDENTIFICATION NUMBER: [redacted]

Exhibit B
Specialized Treatment Services Fee Schedule

The following rates apply to services described in the Contract. Reimbursement will be for actual services provided to participants in accordance with fee schedule listed below. Payment is based on "unit of service". A "unit of service" is based on one (1) continuous hour for individual and family; one and a half (1 ½) continuous hours for group.

SUBSTANCE USE (SU):

Requirements for SU with full billing amount specified in contract ($85/hour)

- Must be a Licensed Chemical Dependency Counselor (LCDC); or
- Must be a Qualified Credentialed Counselor (QCC) based on another qualifying licensure in accordance with the definition of a QCC established by the Texas Department of State Health Services (DSHS) and have one year of experience providing chemical dependency treatment services to youth

Locations	Individual Counseling	Family Counseling	Group Counseling
Out of Office (face-to-face)	$85	$85	$22.44
In Office (includes telehealth or face-to-face)	$60	$0	$18

Requirements for SU with amount in contract ($63.75/hour)

- Bachelor's (or higher) and registered with DSHS as an LCDC-I; and
- Actively working toward licensure; and
- One year of experience working with youth in providing chemical dependency treatment services as an LCDC-I

Locations	Individual Counseling	Family Counseling	Group Counseling
Out of Office (face-to-face)	$63.75	$63.75	$19
In Office (includes telehealth or face-to-face)	$56.55	$58	$16

BEHAVIORAL HEALTH (BH) :

- Licensed Master or Doctoral-level therapist board approved for independent practice, i.e. Licensed Clinical Social Worker (LCSW), Licensed Professional Counselor (LPC), Licensed Marriage and Family Therapist (LMFT), or Licensed Psychologist; and
- Two years of therapy with juveniles with mental illness and or families

Locations	Individual Counseling	Family Counseling	Group Counseling
Out of Office (face-to-face)	$100.78	$96.53	$32.06
In Office (includes telehealth or face-to-face)	$70.55	$67.57	$22.44

PSYCHOLOGICAL ASSESSMENT:

Doctoral degree:

- In Clinical Psychology, Counseling Psychology, School Psychology, or Educational Psychology; and
- Licensed Psychologist; or

Master's degree:

- In Psychology, School Psychology, or Educational Psychology with at least 2 years of post-master's supervised experience in testing and psychological assessment; and
- Current licensure as an LPC

CNS-MH; LICSW; LMFT; LPCC; LP; NP; Psychiatrist $275.00 per hr
Practitioners $109.33

FORENSIC PSYCHOLOGICAL ASSESSMENT:

- Licensed Clinical PhD or PsyD psychologist; and
- Specialized training in forensic assessment as described on resume; and
- 2 years or more experience in providing forensic psychological evaluations; and
- Experience providing court testimony; and
- Resume that reflects the ability to:
  - provide highly specialized assessment of idiosyncratic risk factors for violence, as well as consultative services concerning the potential for dangerousness; and
  - provide comprehensive mitigation, litigation, and trial consultation services

CNS-MH; LICSW; LMFT; LPCC; LP; NP; Psychiatrist $ 275.00 per hr
Practitioners $109.33

EXHIBIT C
SERVICE AREA AND LOCATIONS

Service Provider will provide services at:

☒ **TJJD Institution** ☒ **TJJD Halfway House** ☒ **TJJD Parole Office** ☒ **Service Provider's Office**
☐ **Youth's home** ☒ **Other Public Facility** ☒ **Telehealth** ☒ **Telephone**

Service Provider will provide services in the agreed service area(s) listed below:

Central Region CR1
North Region NR2
Northeast Region NER3
Panhandle Region PR4
South Region SR5
Southeast Region SER6
West Region WR7

Service Area is defined as the area in which Service Provider provides services without travel charges. All requests for travel require written approval from the Parole Supervisor or Regional Manager in advance. Mileage is reimbursed at a rate of $0.50 per mile.

SEND INVOICE (AND BACKUP DOCUMENTATION) TO:

Invoicing addresses as follows:

NOTE: Invoices will only be accepted with the Invoice Cover sheet (Exhibit F), and the new and updated sign-in sheet (Exhibit G).

Please submit invoices to the following inbox:

3555 TIMMONS LN, SUITE 1535
HOUSTON, TX 77027
HOUInvoice@tjjd.texas.gov

Exhibit D
TERMS AND CONDITIONS

By responding to the solicitation, or fulfilling the contract, procurement, or agreement, the Vendor agrees to the terms and conditions below, which apply to and become a part of every Texas Juvenile Justice Department (TJJD) purchase. Only mutually written exceptions will be valid.

The following are conforming terms for purposes of these Terms and Conditions. References to a Contract may correspond to Bid, Application, Response, Proposal. References to Vendor may correspond to "Bidder/Offeror/Applicant/Proposer/Respondent/Contractor/Service Provider." Reference to the Solicitation may correspond to one of the types of solicitation methods (i.e., IFB, RFO, RFP). Any specification in the solicitation or subsequent contract that conflicts with these terms and conditions takes precedence.

All references to "days" shall be calendar days unless specified otherwise. Vendor and TJJD herein may be referred to individually as a "Party" and collectively as the "Parties."

1. Americans with Disabilities Act
Vendor represents and warrants its compliance with the requirements of the Americans with Disabilities Act (ADA) and its implementing regulations, as each may be amended.

2. Antitrust Affirmation
The undersigned affirms under penalty of perjury of the laws of the State of Texas that (1) in connection with this Response and any resulting contract, neither I nor any representative of the Vendor have violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15; (2) in connection with this Response and any resulting contract, neither I nor any representative of the Vendor have violated any federal antitrust law; and (3) neither I nor any representative of the Vendor have directly or indirectly communicated any of the contents of this Response to a competitor of the Vendor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Vendor.

3. **Artificial Intelligence Disclosure**
Vendor certifies that its response discloses each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Vendor promises not to use an artificial intelligence system to perform the Contract without the prior written consent of TJJD.

4. Assignment
Vendor shall not assign its rights under the contract or delegate the performance of its duties under the Contract without prior written approval from TJJD. Any attempted assignment in violation of this provision is void and without effect.

5. Intentionally Left Blank

6. Buy Texas Affirmation
In accordance with Section 2155.4441 of the Texas Government Code and to the extent applicable, Vendor agrees that during the performance of a contract for services it shall purchase products and materials produced in Texas when they are available at a price and time comparable to products and materials produced outside this state.

7. Change in Law and Compliance with Laws
Any alterations, additions, or deletions to the terms of the Contract that are required by changes in federal or state law or regulations are automatically incorporated into the Contract without written amendment hereto and shall become effective on the date designated by such law or by regulation.

8. Child Support Obligation Affirmation, Section 231.006, Texas Family Code
Under Section 231.006 of the Family Code, the Vendor certifies that the individual or business entity named in this Contract is not ineligible to receive the specified grant, loan, or payment and acknowledges that this Contract may be terminated and payment may be withheld if this certification is inaccurate in addition to other remedies set out in 231.006(f). A bid or an application for a contract, grant, or loan paid from state funds must include the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25 percent of the business entity submitting the bid or application. **FEDERAL PRIVACY ACT NOTICE:** This notice is given pursuant to the Federal Privacy Act. Disclosure of your Social Security Number (SSN) is required under Section 231.006(c) and Section 231.302(c)(2) of the Texas Family Code. The SSN will be used to identify persons that may owe child support. The SSN will be kept confidential to the fullest extent allowed under Section 231.302(e) of the Texas Family Code.

9. Intentionally Left Blank

10. Compliance with Section 572.054, Texas Government Code, Former Officer or Employee of TJJD
Vendor certifies compliance with Texas Government Code Section 572.054. Vendor has not employed a former officer or employee of TJJD to perform services on Vendor's behalf, to secure the contract, or to represent Vendor in any manner prohibited by Section 572.054. A false certification could result in termination of the contract, withholding of payments, or other sanctions.

11. Compliance with the Prison Rape Elimination Act of 2003 (PREA)
Vendor shall comply with the Prison Rape Elimination Act of 2003 (PREA) (34 U.S.C. 30301 et seq.) and with all applicable standards, rules, regulations, and TJJD policies related to PREA. Vendor shall make itself familiar with and at all times shall observe and comply with all PREA regulations which affect performance in any manner under the Contract. Failure to comply with PREA standards, rules, regulations, and TJJD policies may result in termination of the Contract.

12. Intentionally Left Blank

13. Confidentiality

a. Vendor agrees that all of its employees, contractors, subcontractors, or associates will comply with all state and federal law and with TJJD policies regarding maintaining the confidentiality of TJJD youth, including, but not limited to, maintaining confidentiality of youth records and identifying information.

b. Vendor agrees that all information regarding TJJD and/or its youth that is gathered, produced, or otherwise derived from the Contract shall remain confidential and subject to release only by written permission of TJJD and in accordance with all state and federal laws.

c. Vendor employees, contractors, subcontractors, or associates who visit any TJJD facility will comply with that facility's security regulations.

d. Identifying pictures, appearances, films, or reports of TJJD youth may not be disclosed by Vendor without the written consent of TJJD, of the youth and, if under age 18, of the youth's parent, guardian, or managing conservator.

14. Intentionally Left Blank

15. Contract Amendment and Merger Clause

The Contract encompasses the complete and entire agreement of the Parties. Neither Party has made nor relied on any representations, stipulations, or agreements other than those expressly contained in the Contract. No other contracts or agreements, oral or written, shall constitute a part of the Contract unless such is made in writing, executed by the Parties hereto or their successors, and expressly made a part of the Contract.

a. **Bilateral Amendment:** Except as provided for in the Unilateral Amendment section below, the Contract can only be changed by a Bilateral Amendment or supplemented in writing, executed by both Parties hereto or their successors, and expressly made a part of the Contract.

b. **Unilateral Amendment.** A Unilateral Amendment will be effective on the date that is specified in the Unilateral Amendment. TJJD has sole discretion to issue a Unilateral Amendment to modify a contract's requirements, terms, or conditions as follows:

1. Minor administrative changes to correct typographical errors;
2. Change the TJJD contract identification number;
3. Changes to incorporate new or revised state or federal laws, regulations, rules, or policies;
4. Increase the "not to exceed" amount or contract rates (if applicable) necessary for continuation of services;
5. Update Vendor's name as recorded by the Secretary of State, as required by law, or as authorized by TJJD; and
6. Change either Party's contact information.

16. Intentionally Left Blank

17. COVID-19 Vaccine Passport Prohibition

Vendor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry

to, to gain access to, or to receive service from the Vendor's business. Vendor acknowledges that such a vaccine or recovery requirement would make Vendor ineligible for a state-funded contract.

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22. Dealings with Public Servants Affirmation
Pursuant to Section 2155.003 of the Texas Government Code, Vendor represents and warrants that it has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Contract.

23. Debts and Delinquencies Affirmation
Vendor agrees that any payments due under the Contract shall be directly applied towards eliminating any debt or delinquency it has to the State of Texas including, but not limited to, delinquent taxes, delinquent student loan payments, and delinquent child support.

24. Disaster Recovery Plan
In accordance with 13 TAC § 6.94(a)(9), Vendor shall provide to TJJD the descriptions of its business continuity and disaster recovery plans if it has or is to have custody of vital state records.

25. Intentionally Left Blank

26. Intentionally Left Blank
27. Dispute Resolution
The dispute resolution process in Chapter 2260 of the Texas Government Code must be used to resolve any dispute arising under the Contract.

28. Intentionally Left Blank

29. Drug-Free Workplace
Vendor represents and warrants that it shall comply with the applicable provisions of the Drug-Free Work Place Act of 1988 (41 U.S.C. § 701 et seq.) and maintain a drug-free work environment.

30. E-Verify Program
Vendor certifies that for contracts for services, Vendor shall utilize the U.S. Department of Homeland Security's E-Verify system (E-Verify) during the term of the Contract to determine the eligibility of:
1. all persons employed by Vendor to perform duties within Texas; and

2. all persons, including subcontractors, assigned by Vendor to perform work pursuant to the Contract within the United States of America.

Vendor shall provide, upon written request by TJJD, an electronic or hard copy screenshot of the confirmation that Vendor is enrolled in E-Verify. Vendor shall provide, upon written request by TJJD, an electronic or hard copy of the confirmation or non-confirmation screen containing the E-Verify case verification number for attachment to the Form I-9 for each Vendor employee, subcontractor, and subcontractor employee that meet the criteria above, following any required E-Verify protocols to allow for the provision of such information.

If it is determined that Vendor has violated the certifications set forth in this provision, then (1) Vendor shall be in breach of contract, (2) TJJD shall have the option to terminate the Contract for cause without prior notice, and (3) in addition to any other rights or remedies available to TJJD under the Contract, Vendor shall be responsible for all costs incurred by TJJD to obtain substitute services to replace the terminated Contract.

31. Intentionally Left Blank

32. Entities that Boycott Israel
Pursuant to Section 2271.002 of the Texas Government Code, Vendor certifies that either (i) it meets an exemption criterion under Section 2271.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of any contract executed with TJJD. Vendor shall state any facts that make it exempt from the boycott certification in its Response.

33. Equal Employment Opportunity
Vendor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

34. Excluded Parties
Vendor certifies that it is not listed in the prohibited vendors list authorized by Executive Order No. 13224, "*Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism*", published by the United States Department of the Treasury, Office of Foreign Assets Control.

35. Executive Head of a State Agency Affirmation
In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Vendor certifies that it is not (1) the executive head of TJJD, (2) a person who at any time during the four years before the date of the Contract was the executive head of TJJD, or (3) a person who employs a current or former executive head of TJJD.

36. False Statements
Vendor represents and warrants that all statements and information prepared and submitted in this document are current, complete, true, and accurate. Submitting a Response with a false statement or material misrepresentations made during the performance of a contract is a material breach of contract and may void the submitted Response and any resulting contract.

37. Federal Confidentiality Compliance
Any program that specializes, in whole or in part, in providing treatment, counseling, and/or assessment and referral services for youth with alcohol or other drug problems must comply with federal confidentiality regulations. Said regulations apply only to programs that are federally assisted either directly or indirectly. Vendor certifies compliance with these federal requirements for confidentiality (42 USC 290dd-2; 42 CFR Part 2) and agrees to comply with said requirements for so long as this Contract is in force.

38. Financial Participation Prohibition Affirmation
Under Section 2155.004(b) of the Texas Government Code, Vendor certifies that the individual or business entity named in this Contract is not ineligible to receive the specified contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

39. Fingerprinting and Background Check
A. Vendor shall:

1. As directed by TJJD, provide information for each person providing services under this Contract with access to TJJD youth or youth records to perform a criminal background check, which may include fingerprinting, criminal records check, sex offender registration records check, PREA employment standards check, child abuse registry check, and drug test. Criminal background checks shall be conducted at TJJD's expense. Any Vendor employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker who is unwilling to provide or who does not provide required information will not be allowed to work under this Contract. Any Vendor employee, agent, consultant, subcontractor, subcontractor employee, or volunteer shall not work under this Contract until the criminal background check is completed and approval is obtained from TJJD's Director of Human Resources.
2. Within 24 hours of becoming aware of the information, notify TJJD's Director of Human Resources of any employee, agent, consultant, subcontractor, subcontractor employee, or volunteer who works with TJJD youth, who is arrested, indicted, or charged with a criminal offense or who resigns while under investigation for inappropriate conduct or policy violations. Such employee, agent, consultant, subcontractor, subcontractor employee, or volunteer shall be immediately suspended from working under this Contract unless authorized by TJJD's Director of Human Resources.

B. TJJD Approval
TJJD will approve or deny any Vendor employee, agent, consultant, subcontractor, subcontractor employee, or volunteer in accordance with TJJD policies and procedures. TJJD's designated contact for criminal background checks is the Human Resources Department, Manager of Criminal Background Checks, (512) 490-7674.

40. Intentionally Left Blank

41. Force Majeure
Neither Vendor nor TJJD shall be liable to the other for any delay in, or failure of performance, of any requirement included in the contract caused by force majeure. The

existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined as acts of God, war, fires, explosions, hurricanes, floods, failure of transportation, or other causes that are beyond the reasonable control of either party and that by exercise of due foresight such party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome.

42. Foreign Terrorist Organizations
Section 2252.152 of the Texas Government Code prohibits TJJD from awarding a contract to any person who does business with Iran, Sudan, or a foreign terrorist organization as defined in Section 2252.151 of the Texas Government Code. Vendor certifies that it is not ineligible to receive the Contract.

43. Former Agency Employees
Vendor represents and warrants that none of its employees including, but not limited to, those authorized to provide services under the Contract, were former employees of TJJD during the twelve (12) month period immediately prior to the date of execution of the Contract.

44. Franchise Taxes
a. Vendor certifies that should Vendor be subject to payment of Texas franchise taxes, that all franchise taxes are current. If such certification is false, this Contract may be terminated at the option of TJJD or other sanctions may be exercised.
b. If Vendor is exempt from payment of Texas franchise taxes, Vendor shall so indicate by attachment to this Contract.
c. If Vendor's payment of Texas franchise taxes becomes delinquent during the term of this Contract, Vendor will notify TJJD within twenty-four (24) hours. If such delinquency cannot be cured within twenty-four (24) hours and a copy of the Certification of Account Status proving payment of delinquent taxes cannot be provided to TJJD, this Contract may be terminated at the option of TJJD or other sanctions may be exercised under the provisions of this Contract.

45. Governing Law and Venue
The Contract shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under the Contract is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to TJJD.

46. Hardening of State Government Respondent certifies that neither it, nor its holding companies or subsidiaries, is:
(a) Listed in Section 889 of the 2019 National Defense Authorization Act;
(b) Listed in Section 1260H of the 2021 National Defense Authorization Act; or
(c) Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R Section 791.4; or
(d) Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R Section 791.4.

47. Human Trafficking Prohibition
Under Section 2155.0061, Government Code, Vendor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

48. Indemnification
VENDOR SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE STATE OF TEXAS AND TJJD, AND/OR THEIR OFFICERS, AGENTS, EMPLOYEES, REPRESENTATIVES, CONTRACTORS, ASSIGNEES, AND/OR DESIGNEES FROM ANY AND ALL LIABILITY, ACTIONS, CLAIMS, DEMANDS, OR SUITS, AND ALL RELATED COSTS, ATTORNEY FEES, AND EXPENSES ARISING OUT OF, OR RESULTING FROM ANY ACTS OR OMISSIONS OF VENDOR OR ITS AGENTS, EMPLOYEES, SUBCONTRACTORS, ORDER FULFILLERS, OR SUPPLIERS OF SUBCONTRACTORS IN THE EXECUTION OR PERFORMANCE OF THE CONTRACT AND ANY PURCHASE ORDERS ISSUED UNDER THE CONTRACT. THE DEFENSE SHALL BE COORDINATED BY VENDOR WITH THE OFFICE OF THE TEXAS ATTORNEY GENERAL WHEN TEXAS STATE AGENCIES ARE NAMED DEFENDANTS IN ANY LAWSUIT AND VENDOR MAY NOT AGREE TO ANY SETTLEMENT WITHOUT FIRST OBTAINING THE CONCURRENCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL. VENDOR AND TJJD AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY SUCH CLAIM.

49. Intentionally Left Blank

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51. Independent Contractor - Relationship of the Parties
Vendor and Vendor's employees, representatives, agents, subcontractors, suppliers, and third-party service providers shall serve as independent contractors in providing the services under the contract. Neither Vendor nor TJJD is an agent of the other and neither may make any commitments on the other party's behalf. Should Vendor subcontract any of the services required in the Contract, Vendor expressly understands and acknowledges that in entering into such subcontract(s), TJJD is in no manner liable to any subcontractor(s) of Vendor. In no event shall this provision relieve Vendor of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with the Contract. Vendor shall have no claim against TJJD for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. The Contract shall not create any joint venture, partnership, agency, or employment relationship between Vendor and TJJD.

52. Insurance
Section 1: Respondent shall maintain liability insurance in the amount of $1,000,000.00 for each occurrence of negligence. The insurance must also cover injury to a youth that occurs when the youth is in Respondent's care, custody, or control.
Section 2: Respondent shall provide the TJJD Contracts Department proof of insurance listing TJJD as an additional insured upon contract execution, upon insurance

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renewal if coverage expires during the contract term (including contract extensions, if any), and upon request.

Section 3: The required insurance coverage, in the above-stated amount, must be maintained during the term of this contract and through any subsequent extensions. Failure to maintain the required insurance coverage may result in termination of this contract or sanctions.

53. Legal and Regulatory Actions

Vendor represents and warrants that Vendor is not aware of and has received no notice of any court or governmental agency actions, proceedings or investigations, etc., pending or threatened against Vendor or any of the individuals or entities included in the Response within the five (5) calendar years immediately preceding the submission of the Response that would or could impair Vendor's performance under the Contract, relate to the solicited or similar goods or services, or otherwise be relevant to TJJD's consideration of the Response. If Vendor is unable to make the preceding representation and warranty, then Vendor instead represents and warrants that Vendor has included as a detailed attachment in its Response a complete disclosure of any such court or governmental agency actions, proceedings or investigations, etc. that would or could impair Vendor's performance under the Contract, relate to the solicited or similar goods or services, or otherwise be relevant to TJJD's consideration of the Response. In addition, Vendor represents and warrants that it shall notify TJJD in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update TJJD shall constitute breach of contract and may result in immediate termination of the Contract.

54. Limitation on Authority

Vendor shall have no authority to act for or on behalf of TJJD or the State of Texas except as expressly provided for in the Contract; no other authority, power or use is granted or implied. Vendor may not incur any debt, obligation, expense or liability of any kind on behalf of TJJD or the State of Texas.

55. Lobbying Prohibition

Vendor represents and warrants that TJJD's payments to Vendor and Vendor's receipt of appropriated or other funds under the Contract are not prohibited by Sections 556.005 or 556.0055 of the Texas Government Code.

56. Media Releases

Vendor shall not use TJJD's name, logo, or other likeness in any press release, marketing material, or other announcement without TJJD's prior written approval. TJJD does not endorse any vendor, commodity, or service. Vendor is not authorized to make or participate in any media releases or public announcements pertaining to this procurement, the Response or the services to which they relate without TJJD's prior written consent, and then only in accordance with explicit written instructions from TJJD.

57. No Conflicts of Interest

Vendor represents and warrants that the provision of goods and services or other performance under the Contract will not constitute an actual or potential conflict of interest or reasonably create the appearance of impropriety. Vendor has disclosed in writing to TJJD all existing or potential conflicts of interest relative to the performance of the

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Contract. And if circumstances change during the course of the Contract, Vendor shall promptly notify TJJD.

58. No Implied Waiver
The failure of a party to insist at any time upon the strict performance of any covenant or agreement or to exercise any option, right, power, or remedy contained in the Contract shall not be construed as a waiver or a relinquishment thereof for the future.

59. No Quantity Guarantees
TJJD makes no express or implied warranty whatsoever that a minimum compensation or minimum quantity will be guaranteed under this Contract.

60. No Third-Party Beneficiaries
The Contract is made solely and specifically among and for the benefit of the parties named herein and their respective successors and assigns, and no other person shall have any right, interest, or claims hereunder or be entitled to any benefits pursuant to or on account of the contract as a third-party beneficiary or otherwise.

61. Notice of Changes
a. Vendor shall notify TJJD immediately in writing of any significant change affecting Vendor, including, but not limited to, change of Vendor's name or identity, location of services, ownership or control, operating entity, governing board membership, key personnel, payee identification number, and any other significant changes that may affect the delivery of services under the terms of this Contract.
b. Vendor shall not transfer or assign this contract or enter into any subcontract for the services under this Contract without prior written approval from TJJD.
c. Vendor shall not relocate the services provided under this Contract from the location stated in the preamble of the Contract, if applicable, without prior written approval from TJJD and a certification that the location to which services are to be relocated is in compliance with Chapter 244, Texas Local Government Code, if applicable.

62. Options/ Renewals
The TJJD may extend the term of this contract by written notice to the Contractor within 30 calendar days; provided that the TJJD gives the Contractor a preliminary written notice of its intent to extend at least 60 calendar days before the contract expires. The preliminary notice does not commit the TJJD to an extension.

(a) If the TJJD exercises this option/ renewal, the extended contract shall be considered to include this option/ renewal clause.

(b) The total duration of this contract, including the exercise of any options/renewals under this clause, shall not exceed six years from date of award.

63. Permits, Certifications, and Licenses
Vendor represents and warrants that it has determined what licenses, certifications, and permits are required under the Contract and has acquired all applicable licenses, certifications, and permits and shall maintain them as necessary throughout the term of the Contract.

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64. Price Adjustment Based on Tariffs
The parties may agree to adjust prices periodically to reflect changes in tariffs implemented after the Response Due Date that affect the cost of supplying goods under this Contract. Any existing tariffs at the time of the response should be considered as part of the response price. To request a price increase related to tariffs, Contractor must provide documentation that includes the effective date, amount and scope of the tariffs. Contractor must demonstrate with specificity the effect of tariffs on its necessary and reasonable cost of supplying goods under this Contract, including its commercial reasons for using a source subject to tariffs. Any adjustment is at the agency's sole discretion. If the agency grants an adjustment related to tariffs, Contractor shall monitor tariff levels and notify the agency within five business days of any reduction or repeal. The agency may reduce or retract a tariff adjustment it has granted at any time by notifying the Contractor of the new prices.

65. Prior Disaster Relief Contract Violation
Under Sections 2155.006 and 2261.053 of the Texas Government Code, the Vendor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

66. Prompt Payment
Payment shall be made in accordance with Chapter 2251 of the Texas Government Code, commonly known as the Texas Prompt Payment Act. Chapter 2251 of the Texas Government Code shall govern remittance of payment and remedies for late payment and non-payment.

67. Intentionally Left Blank

68. Public Information Act
Information, documentation, and other material in connection with a solicitation or any resulting contract may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). In accordance with Section 2252.907 of the Texas Government Code, Vendor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

69. Intentionally Left Blank

70. Restricted Employment for Certain State Personnel
Pursuant to Section 572.069 of the Texas Government Code, Vendor certifies that it has not employed and will not employ a former state officer or employee who participated in a procurement or contract negotiations for TJJD involving Vendor within two (2) years after the date that the Contract is signed or the procurement is terminated or withdrawn. This certification applies to former state officers or employees whose state service or employment ceased on or after September 1, 2015.

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71. Restriction on Possession of Weapons

Vendor agrees that Vendor or any employees, contractors, subcontractors, or associates providing services on behalf of Vendor shall not carry or possess any type of firearm or other weapon listed in Texas Penal Code Section 46.01 while rendering services to TJJD youth under this Contract. This prohibition includes the carrying of a handgun licensed under the authority of Chapter 411, Subchapter H, Texas Government Code. Vendor shall be under an affirmative duty to keep weapons out of the possession of TJJD youth in Vendor's care.

72. Sanctions

a. In addition to its authority to terminate this Contract under the termination provision or other provisions of this Contract, TJJD, based on information from monitoring or other verifiable sources, may take other actions including, but not limited to:

i. Requiring Vendor to take specific corrective actions in order to remain in compliance with the terms of this Contract; and/or

ii. Recouping payment made to Vendor; and/or

iii. Imposing recommendations from audit or investigative findings, and minor or major sanctions; and/or

iv. Recovery of damages to the extent allowed by Texas law for each instance of non-compliance; and/or

v. Suspending, placing into abeyance, or removing any contractual rights including, but not limited to, withholding payment.

b. Vendor shall fully cooperate with TJJD and its authorized representatives in carrying out corrective action plans.

73. Severability

If any provision of the Contract is construed to be illegal or invalid, such construction will not affect the legality or validity of any of its other provisions. The illegal or invalid provision will be deemed severable and stricken from the Contract as if it had never been incorporated herein, but all other provisions will continue in full force and effect.

74. Signature Authority

By submitting this Response, Vendor represents and warrants that the individual submitting this document and the documents made part of this Response is authorized to sign such documents on behalf of the Vendor and to bind the Vendor under any contract that may result from the submission of this Response.

75. Sovereign Immunity

The Parties expressly agree that no provision of the Contract is in any way intended to constitute a waiver by TJJD or the State of Texas of any immunities from suit or from liability that TJJD or the State of Texas may have by operation of law.

76. Specifications

Vendor shall provide services in accordance with the specifications contained in the Contract. TJJD will determine the answers to all questions that may arise as to the interpretation of the specifications and the quality or acceptability of work performed. Substitutions cannot be made without TJJD prior approval. TJJD will decide the rate of progress of the work and the acceptable fulfillment of services on the part of Vendor.

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78. State Auditor's and TJJD's Right to Audit
Pursuant to Section 2262.154 of the Texas Government Code, the state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under any contract or indirectly through a subcontract under the Contract. The acceptance of funds by Vendor or any other entity or person directly under the Contract or indirectly through a subcontract under the contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, Vendor or other entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit. Vendor shall ensure that this paragraph concerning the authority to audit funds received indirectly by subcontractors through the Contract and the requirement to cooperate is included in any subcontract it awards.

Vendor shall maintain and retain supporting fiscal documents adequate to ensure that claims for contract funds are in accordance with TJJD and State of Texas requirements. Vendor shall maintain all such documents and other records relating to this Contract and the State's property for a period of seven (7) years after the date of submission of the final invoices or until a resolution of all billing questions or contract issues, whichever is later. Vendor shall make available at reasonable times and upon reasonable notice, and for reasonable periods, all information related to the State's property, such as work papers, reports, books, data, files, software, records, and other supporting documents pertaining to this contract, for purposes of inspecting, monitoring, auditing, or evaluating by TJJD, the State of Texas, or their authorized representatives. Vendor shall cooperate with auditors and other authorized TJJD and State of Texas representatives and shall provide them with prompt access to all of such State's property as requested by TJJD or the State of Texas. Vendor's failure to comply with this provision shall constitute a material breach of this contract and shall authorize TJJD to immediately terminate and/or assess liquidated damages to the extent allowed by Texas law. TJJD may require, at Vendor's sole cost and expense, independent audits by a qualified certified public accounting firm of Vendor's books and records or the State's property. The independent auditor shall provide TJJD with a copy of such audit at the same time it is provided to Vendor. TJJD retains the right to issue a request for proposals for the services of an independent certified public accounting firm under this Contract.

The Contract may be amended unilaterally by TJJD to comply with any rules and procedures of the state auditor in the implementation and enforcement of Section 2262.154 of the Texas Government Code.

79. Subcontractors
Vendor may not subcontract any or all of the work and/or obligations due under the Contract without prior written approval of TJJD. Subcontracts, if any, entered into by the Vendor shall be in writing and be subject to the requirements of the contract. Should Vendor subcontract any of the services required in the Contract, Vendor expressly understands and acknowledges that in entering into such subcontract(s), TJJD is in no

manner liable to any subcontractor(s) of Vendor. In no event shall this provision relieve Vendor of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with this Contract.

80. Surveillance, Intimidation, and Related Acts

Vendor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;
(2) a family member of a person described by (1);
(3) a state agency employee; or
(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Vendor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Vendor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

81. Survival

Expiration or termination of the Contract for any reason does not release Vendor from any liability or obligation set forth in the Contract that is expressly stated to survive any such expiration or termination, that by its nature would be intended to be applicable following any such expiration or termination, or that is necessary to fulfill the essential purpose of the Contract, including without limitation the provisions regarding warranty, indemnification, confidentiality, and rights and remedies upon termination.

82. Suspension and Debarment

Vendor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM)* maintained by the General Services Administration.

83. Taxes

Purchases made for state uses are exempt from Texas State Sales Tax and Federal Excise Tax. A Tax Exemption Certificate will be furnished upon written request to TJJD. Vendor represents and warrants that it shall pay all taxes or similar amounts resulting from the Contract, including, but not limited to, any federal, State, or local income, sales or excise taxes of Vendor or its employees. TJJD shall not be liable for any taxes resulting from the Contract.

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86. Termination for Convenience

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a. Vendor may terminate the Contract for convenience by giving one hundred eighty (180) calendar days' written notice to TJJD.
b. TJJD may terminate the Contract for convenience on thirty (30) calendar days' written notice. There is no buy out or other amounts due if TJJD terminates early. Upon termination under this provision, Vendor shall refund to TJJD any amounts attributable to the terminated months within thirty (30) days of the termination.
c. TJJD shall terminate this Contract in the event that TJJD is not granted funding to pay for the herein described services or in the event that funding is lost due to either a reduction in the budget or a reallocation of budgeted funds.
d. Cause/Default/Breach: If Vendor fails to provide the goods or services contracted for according to the provisions of this Contract, or fails to comply with any terms or conditions of this Contract, TJJD may, upon written notice of default or breach to Vendor, immediately terminate all or any part of this Contract. Termination is not an exclusive remedy, but exists in addition to any other rights and remedies provided in equity, by law, or under this Contract. TJJD may exercise any other right, remedy, or privilege available to it under applicable law or may proceed by appropriate court action to enforce the provisions of this Contract. The exercise of any of the foregoing remedies will not constitute a termination of this Contract unless TJJD notifies Vendor in writing prior to the exercise of such remedy. Vendor shall be liable for all costs and expenses, including court costs, incurred by TJJD with respect to the enforcement of any of the remedies listed herein.

87. Termination for Non-Appropriation - Funding Out Clause

a. The Contract is subject to termination or cancellation, without penalty to TJJD, either in whole or in part, subject to the availability of state funds. TJJD is a state agency whose authority and appropriations are subject to actions of the Texas Legislature. If TJJD becomes subject to a legislative change, revocation of statutory authority, or lack of appropriated funds that would render either TJJD's or Vendor's delivery or performance under the Contract impossible or unnecessary, the Contract will be terminated or cancelled and be deemed null and void. In the event of a termination or cancellation under this Section, TJJD will not be liable to Vendor for any damages, that are caused or associated with such termination, or cancellation, and TJJD will not be required to give prior notice.
b. TJJD is prohibited from incurring obligations in excess of amounts lawfully appropriated by the Texas Legislature over the course of a biennium.

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90. Unfair Business Practices

Vendor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Vendor has not been found to be liable for such practices in such proceedings. Vendor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or

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court suit and that such officers have not been found to be liable for such practices in such proceedings.

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Exhibit E
Prison Rape Elimination Act (PREA) and Preventing Sexual Misconduct Policy Overview and Training Acknowledgment for TJJD's Contract Service Providers

The Prison Rape Elimination Act (PREA) was created to eliminate sexual violence within corrections. PREA mandates apply to all TJJD institutions, community-based corrections, and contract facilities. TJJD volunteers and service providers are also subject to this law. Among other things, PREA establishes a **zero-tolerance standard** for sexual violence in corrections in the United States and increases the accountability of officials who fail to *detect, prevent, reduce, and punish* sexual violence. It was also established to protect the Eighth Amendment rights of federal, state, and local prisoners, or in our case, the youth. Sexual abuse of persons in custody is cruel and unusual punishment—a violation of our nation's Bill of Rights.

TJJD Policies

- **GAP 380.9337. Zero Tolerance for Sexual Abuse, Sexual Activity and Sexual Harassment** is TJJD's zero-tolerance policy for any form of sexual abuse or sexual harassment of youth under TJJD jurisdiction. This rule describes prohibited conduct and behaviors that are broader than those established by statute as violations of law. This rule sets forth standards for reporting and investigating alleged sexual abuse of TJJD youth. This rule also addresses screening and housing placement procedures for youth who may be potential victims or perpetrators of sexual abuse.

- **PRS.02.09. Staff/Youth Relationship** states that the nature of the relationship of TJJD staff, service providers, or volunteers and youth is of critical importance in efforts to influence youth in a positive manner. Employees and volunteers found to have engaged in any prohibited behavior when interacting with TJJD youth are subject to disciplinary action. Service providers found to have engaged in any prohibited behavior when interacting with TJJD youth will result in the termination of their contract and criminal investigation.

- **GAP 380.9301. Basic Youth Rights** states that TJJD recognizes that each youth in the TJJD system has certain basic rights, including the right to protection from physical and psychological harm.

- **GAP 07.03. Incident Reporting** states that critical incidents must be reported immediately to the Office of Inspector General Incident Reporting Center (IRC) and a written report must be provided to the Chief Local Administrator. Critical incidents include alleged sexual abuse of a youth, alleged sexual misconduct by a youth, and other incidents.

- **GAP 380.9333. Alleged Abuse, Neglect, and Exploitation** provides for the investigation of allegations of abuse, neglect, or exploitation in programs and

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facilities under TJJD jurisdiction. This rule provides standards for investigations and for the compilation of investigation information.

You must report all suspected incidents of abuse, neglect, and exploitation immediately. There are no consequences for reporting alleged misconduct. TJJD cannot retaliate against a staff, volunteer, or contractor for reporting alleged abuse, neglect, or exploitation of a youth. You are required by law to report.

Report allegations of misconduct to the Incident Reporting Center by emailing TJJD.IRC@tjjd.texas.gov or by calling a 24-hour-a-day toll free hotline 1-866-477-8354.

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Prison Rape Elimination Act (PREA) and Preventing Sexual Misconduct Policy Overview and Training Acknowledgment for TJJD's Service Providers

As part of the contractual agreement with the Texas Juvenile Justice Department (TJJD), and to be in compliance with the Prison Rape Elimination Act (PREA) standards, I certify and acknowledge that I have read and understand the contents of this document provided to me regarding the purpose of PREA, TJJD's Zero Tolerance policy, and my reporting responsibilities regarding suspected and or known incidents of sexual abuse, sexual assault and sexual harassment. **I further certify that I understand and have completed the online TJJD PREA training and attached my certification of completion to this acknowledgment.**

Link to mandatory online TJJD PREA Training:
https://www.classmarker.com/online-test/start/?quiz=f7m5b75d6be12d87

Contract Service Provider:

[redacted]	Keri Stitt	12/18/25
Signature	Printed Name	Date

EXHIBIT F
INVOICE COVERSHEET

Please ensure all required fields (service dates, service region, and corresponding invoice email address) are accurately captured to ensure timely reimbursement.

- When emailing an invoice please include the service region, month, year in the email **subject line**.
- Invoice request should be sent to the individual respective region invoice email address and Regional Parole Manager.
- When submitting a reimbursement request, please submit this coversheet, invoice(s) and sign in sheet(s) to the designated regional invoice email address.

Please complete the following

Service date(s): Begin Date Click or tap to enter a date. End Date Click or tap to enter a date.

Service Region: Choose a Region

Corresponding invoice email address (please check one):

TJJD Region	Invoice email address	TJJD Regional Parole Manager
CR1 ☐	houinvoice@tjjd.texas.gov	Anthony.kibble@tjjd.texas.gov
NR2 ☐	houinvoice@tjjd.texas.gov	Tony.roberts@tjjd.texas.gov
NER3 ☐	houinvoice@tjjd.texas.gov	Danny.butts@tjjd.texas.gov
PR4 ☐	houinvoice@tjjd.texas.gov	Neil.eddins@tjjd.texas.gov
SR5 ☐	houinvoice@tjjd.texas.gov	Javier.aguilar@tjjd.texas.gov
SER6 ☐	houinvoice@tjjd.texas.gov	Todd.johnson@tjjd.texas.gov
WR7 ☐	houinvoice@tjjd.texas.gov	Carmela.sanchez@tjjd.texas.gov

Please note

- Coversheet, invoices and sign-in sheets must be submitted monthly.
- Progress notes and/or updates must be submitted monthly according to the contractual agreement.
- Cover sheets should identify one specific region and regional invoice email address.
- Invoices can take up to 30 business days to process once submitted; if there are no errors in processing.
- If you have not received reimbursement for **services 30 business days after submitting an invoice,** please contact: amy.dupaty@tjjd.texas.gov for status inquiry.
- Attach a legible copy of the sign in sheet and invoice to ensure no delays in processing.
- Documents sent to the wrong invoice email address will result in processing delays.

If you have any questions or concerns, please contact amy.dupaty@tjjd.texas.gov

EXHIBIT D

	SPECIALIZED TREATMENT AFTERCARE SIGN-IN SHEET	TEXAS JUVENILE JUSTICE DEPARTMENT

SERVICE PROVIDER: **SIGNATURE:** **DATE:**

ADDRESS: **TELEPHONE NUMBER: ( )**

CONTRACT NO.

TYPE OF SERVICE: ☐ AOD ☐ MH ☐ SB

CATEGORY: ☐ INDIVIDUAL ☐ GROUP ☐ FAMILY

LOCATION: ☐ IN OFFICE ☐ HOME BASED ☐ OUT OF OFFICE ☐ TJJD LOCATION ☐ Telehealth ☐ Telephone

"Treatment was provided to the following Youth"
(In order to receive credit for the service each line must be completed and Youth receiving treatment must sign below)

	Youth Name (Print)	TJJD #	Youth Signature	Date	Parole Officer/ Case Manager	Parole Region	Appointment Time			Total Time	No Show
							Scheduled Appt. Time	Start	End		
1											
2											
3											
4											
5											
6											
7											
8											

Provider Certification: This completed sign-in sheet is submitted with invoice for payment. A separate form has been used for each TJJD location. I certify that the above listed treatment has been given to the above listed youth, in the proper category, location and for the allotted time outlined in contract with TJJD. As per the contractual obligation of the stated contract, I have consistently and in a timely manner communicated case notes, summaries, and progress reports with all agents of care (Parole Managers, Parole Supervisors, Parole Officers and/or all other acting agents of TJJD) on behalf of the youth. I confirm and certify that the above-named youth were not required to sign this document in advance of services rendered and that start and end times of services are accurate. This document and the services indicated has also been verified against my office records to assure that TJJD is only billed for certified services provided to the youth.

Signature _____ Date_____

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Exhibit H

	SPECIALIZED TREATMENT AFTERCARE **Monthly Aftercare Progress Note**	TEXAS JUVENILE JUSTICE DEPARTMENT

Service Provider: Reporting Period:

Youth Name:

Type of Service: ☐ Substance Use ☐ Behavioral Health ☐ Sex-Offender Treatment

Category: Location: Individual ☐ Group ☐ Family ☐

☐ In Office ☐ Home Based ☐ Out of Office ☐ TJJD Location ☐ Telehealth ☐ Telephone

Missed appointment(s):

Date

Reason Date Reported to TJJD

Date

Reason Date Reported to TJJD

Date

Reason Date Reported to TJJD

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Treatment Plan Goals and Objectives:

Issues to be addressed (must relate to issues identified during the initial intake and assessment):

Goal 1:

Plan for treatment to meet this goal:

Goal 2:

Plan for treatment to meet this goal:

Goal 3:

Plan for treatment to meet this goal:

Goal 4:

Plan for treatment to meet this goal:

Criminogenic and Responsivity needs identified during the month (select all that apply):

Criminogenic needs identified during the reporting period-

- Criminal Attitudes, values, beliefs ☐
- Peer association ☐
- Personality (Antisocial behavior, cognition or personality) ☐
- Education/employment ☐
- Family ☐
- Substance use ☐
- Leisure/recreation ☐

Responsivity needs identified during the reporting period-

- Physical/Sensory ☐
- Cognitive/Learning Style ☐
- Emotional & Behavioral Health ☐
- Motivation for Change ☐
- Trauma-related ☐
- "Other" Environmental "Anything that might get in the way of treatment delivery is a responsivity need." ☐

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Progress Notes/Updates

Summary of client's participation and progress, or lack thereof, in meeting goals and objectives identified in the Treatment Plan

Progress toward reducing risk factors and increasing protective factors-

Progress toward addressing responsivity needs: (Any significant occurrence's, such as disruptive behaviors, inattentive, or other information which may be helpful in case planning to address responsivity needs).

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Progress toward addressing criminogenic needs: (Any significant occurrence's, such as disruptive behaviors, impairment with self-control, anti-social personality traits, or anti-social values which may be helpful in case planning to address criminogenic needs.)

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Summary of the youth's participation in clinical services provided-

Topics and summaries of client attendance and level of participation:

Ability to process and implement new information:

Changes in behaviors and conditions that demonstrate that problems contributing to risk have been or are in the process of being, satisfactory addressed:

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Summary of the Parole Officer level of engagement and collaboration-

Describe the level of engagement and collaboration from the parole officer:

Summary documentation of all collateral contacts made:

Describe all collateral contacts made during the reporting period:

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Provider Certification: This completed sheet is submitted to the Parole Officer and Regional Manager on a monthly basis. I certify that the above listed treatment has been given to the above listed youth, in the proper category, location and for the allotted time outlined in contract with TJJD. As per the contractual obligation of the stated contract, I have consistently and in a timely manner communicated case notes, summaries, and progress reports with all agents of care (Parole Managers, Parole Supervisors, Parole Officers and/or all other acting agents of TJJD) on behalf of the youth. This document and the services indicated has also been verified against my office records to assure that TJJD is only billed for certified services provided to the youth.

Signature _____ Date_____

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