



STATE OF ARKANSAS
OFFICE OF PROCUREMENT
ARKANSAS DEPARTMENT OF HUMAN SERVICES
700 Main Street
Little Rock, Arkansas 72203

RESPONSE PACKET
710-19-1027

CAUTION TO VENDOR

Vendor's failure to submit required items and/or information as specified in the *Bid Solicitation Document* shall result in disqualification.

SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:	Youth Bridge, Inc.			
Address:	2153 E Joyce Blvd, Suite 201			
City:	Fayetteville	State:	AR	Zip Code: 72703
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation	<input type="checkbox"/> Public Service Corp <input checked="" type="checkbox"/> Nonprofit	
Minority and Women-Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> African American	<input type="checkbox"/> American Indian <input type="checkbox"/> Hispanic American	<input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American	<input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> Women-Owned
AR Certification #: _____		* See Minority and Women-Owned Business Policy		

PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
<i>Provide contact information to be used for bid solicitation related matters</i>			
Contact Person:	Darryl Rhoda	Title:	Chief Executive Officer
Phone:	479-0575-9471	Alternate Phone:	
Email:	drhoda@youthbridge.com		

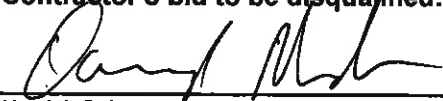
CONFIRMATION OF REDACTED COPY
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.
<input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's bid to be disqualified:


Authorized Signature:  Title: Chief Executive Officer
Use Ink Only.

Printed/Typed Name: Darryl Rhoda Date: 4/11/19

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

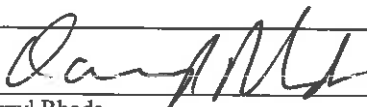
By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	Youth Bridge, Inc.	Date:	4/1/19
Authorized Signature:		Title:	Chief Executive Officer
Print/Type Name:	Darryl Rhoda		

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

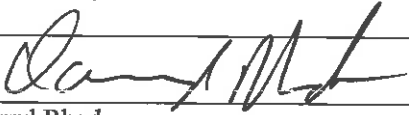
By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	Youth Bridge, Inc.	Date:	4/1/19
Authorized Signature:		Title:	Chief Executive Officer
Print/Type Name:	Darryl Rhoda		

SECTION 3.4.5 - VENDOR AGREEMENT AND COMPLIANCE

- *Exceptions to Requirements shall cause the vendor's proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	Youth Bridge, Inc.	Date:	4/11/19
Authorized Signature:		Title:	Chief Executive Officer
Print/Type Name:	Darryl Rhoda		

PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.


PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.

By signature below, vendor agrees to and **shall** fully comply with all Requirements related to subcontractors as shown in the bid solicitation.

Vendor Name:	Youth Bridge, Inc.	Date:	4/1/19
Authorized Signature:		Title:	Chief Executive Officer
Print/Type Name:	Darryl Rhoda		

Attachment G. has the Minimum Qualification Checklist that your RESPONSE will be checked against. You must submit all information requested so that information can be verified. Failure to submit the requested information may cause your response to be disqualified. **Do not complete and return this form with your response.** It is for information only.

INFORMATION FOR EVALUATION

- *Provide a response to each item/question in this section. Vendor may expand the space under each item/question to provide a complete response.*
- ***Do not include additional information if not pertinent to the itemized request.***

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
OFFICE OF PROCUREMENT
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 1

DATE: March 12, 2019
SUBJECT: 710-19-1027 Therapeutic Foster Care

The following change(s) to the above referenced Competitive Bid for DHS has been made as designated below:

Change of specification(s)
 Additional specification(s)
 Change of bid submission/opening date and time
 Cancellation of bid
 Other

BID OPENING DATE AND TIME

Bid opening date and time has changed to **April 8, 2019, 2:00 PM**

Revise Section 1.29 Schedule of Events:

Date and time for Opening Bids, April 8, 2019, 2:00 PM CST

The specifications by virtue of this addendum become a permanent addition to the above referenced Invitation for Bid.

FAILURE TO RETURN THIS SIGNED ADDENDUM MAY RESULT IN REJECTION OF YOUR BID.

If you have questions, please contact the buyer Margurite.al-ugdah@dhs.arkansas.gov or 501-682-8743.



Vendor Signature

4/1/19

Date

Youth Bridges Inc.

Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
OFFICE OF PROCUREMENT
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 2

DATE: March 19, 2019
SUBJECT: 710-19-1027 Therapeutic Foster Care

The following change(s) to the above referenced Competitive Bid for DHS has been made as designated below:

- Change of specification(s)**
 Additional specification(s)
 Change of bid submission/opening date and time
 Cancellation of bid
 Other

BID OPENING DATE AND TIME

Bid opening date and time

CHANGES TO REQUIREMENTS

Section 2.2B

Delete: For verification of the requirements specified above (A & B), Vendor **must** submit Vendor's Therapeutic Foster Care Placement Child Welfare Agency license obtained from the Arkansas Department of Human Services (DHS), Division of Child Care and Early Childhood Education (DCCECE).

Add: For verification of requirements specified above (A & B), Vendor **must** submit one of the following:

1) Vendor's Therapeutic Foster Care Placement Child Welfare Agency License obtained from the Arkansas Department of Human Services (DHS), Division of Child Care and Early Childhood Education (DCCECE), **or**

2) A copy of the application for licensure.

Vendor's license **must** be approved by the DCCECE board by June 1, 2019 in order to be awarded a contract.


REVISED ATTACHMENT

Revised Attachment G

The specifications by virtue of this addendum become a permanent addition to the above referenced Invitation for Bid.

FAILURE TO RETURN THIS SIGNED ADDENDUM MAY RESULT IN REJECTION OF YOUR BID.

If you have questions, please contact the buyer Margurite.al-ugdah@dhs.arkansas.gov or 501-682-8743.


Vendor Signature

4/11/19
Date

YOUTH BRIDGE Inc.
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
OFFICE OF PROCUREMENT
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 3

DATE: March 26, 2019
SUBJECT: 710-19-1027 Therapeutic Foster Care

The following change(s) to the above referenced Competitive Bid for DHS has been made as designated below:

- Change of specification(s)**
 Additional specification(s)
 Change of bid submission/opening date and time
 Cancellation of bid
 Other

BID OPENING DATE AND TIME

CHANGE SPECIFICATIONS

Attachment C: Performance-Based Contracting

B. Delivery of Services

5.g: Delete: "A physician and other personnel involved in the client's case will review each plan of care at least every ninety (90) days. The plan of care must be revised to reflect results of the review conducted as required herein."

Add: "Contractor shall review the plan at least semi-annually and shall update the plan to reflect the child's progress."

Insert: #9

Service Criteria:

Contractor shall maintain records of the TFC internal client specific treatment plan of care. This plan may be very similar to or mirror the youth's PCSP.

Documentation shall at a minimum reflect the following:

A. Treatment plan developed in accordance with recommendations made by a physician or other licensed professionals involved in the care of that client

B. Any revisions of the Treatment plan

Acceptable Performance:

Acceptable performance is defined as one hundred percent (100%) compliance with Service Criteria and Acceptable Performance Standards at all times throughout the contract term as determined by DHS.

Damages:


1st Incident: A Corrective Action Plan, acceptable to DHS, will be due to DHS within ten (10) business days of the request.

2nd incident: A ten percent (10%) penalty may be assessed in the following months' payments to the Vendor for each thirty (30) day period the Vendor is not in full compliance with these Service Criteria. The ten percent (10%) penalty shall be calculated from the total payment for the identified month in which the deficiency took place.

The total of all damage credits in any given month shall not exceed one hundred percent (100%) of the monthly invoice unless a third incident occurs for any of the Service Criteria.

3rd incident: DHS reserves the right to impose additional penalties including but not limited to: withholding payment on future invoices until Vendor is in full compliance, a substandard Vendor Performance Report maintained in DHS' Vendor file, and contract termination.

If you have questions, please contact the buyer Margurite.al-ugdah@dhs.arkansas.gov or 501-682-8743.



Vendor Signature

4/1/19

Date

Youth Bridge, Inc

Company

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: _____

Yes No

IS THIS FOR:

Goods?

Services? Both?

TAXPAYER ID NAME: Youth Bridge, Inc.

FIRST NAME: _____

M.I.: _____

ADDRESS: 2153 E. Joyce Blvd. Suite 201

CITY: Fayetteville

STATE: AR

ZIP CODE: 72703

COUNTRY: United States

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held <small>[senator, representative, name of board/ commission, data entry, etc.]</small>	For How Long?		What is the person(s) name and how are they related to you? <small>[i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]</small>	Relation
	Current	Former		From MM/YY	To MM/YY		
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held <small>[senator, representative, name of board/ commission, data entry, etc.]</small>	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	Ownership Interest (%)	Position of Control
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

None of the above applies

Contract and Grant Disclosure and Certification Form


Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature  Title Chief Executive Officer Date 4/1/19

Vendor Contact Person _____ Title Chief Executive Officer Phone No. 479-575-9471

<u>Agency use only</u>			
Agency Number _____	Agency Name _____	Agency Contact Person _____	Contact Phone No. _____ or Grant No. _____



HR Policy and Procedure

P&P HR - 551

Effective: June, 1997
Revised: August, 2002
Revised: February, 2003
Revised: April, 2006
Revised: July, 2010
Revised: November 2016
Approved:

Subject: Equal Employment Opportunity/Discrimination

Policy:

Youth Bridge is dedicated to providing equal employment opportunities to all individuals based on job related qualifications and the ability to perform the essential functions of a job, without regard to race, religion, gender, sexual orientation, color, age, national origin, disability, marital status, or military/veteran status. It is our policy to maintain a non-discriminatory environment free from intimidation, harassment, or bias based upon any of these grounds. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Any employee who reasonably suspects that he/she has been discriminated against within Youth Bridge or by Youth Bridge staff should promptly report this to his/her supervisor, the Human Resources Director, or the Chief Executive Officer. Any employee who observes or reasonably suspects that discrimination of any person may have occurred within Youth Bridge or by Youth Bridge staff should promptly report this observation or suspicion to his/her supervisor, the Human Resources Director, or the Chief Executive Officer.



**Arkansas Department of Human Services
Division of Childcare and Early Childhood Education
Placement and Residential Licensing Unit**

**CHILD WELFARE AGENCY LICENSE
APPLICATION
CHILD PLACEMENT AGENCY**

TYPE OF AGENCY:

Under the provisions of the Child Welfare Agency Licensing Act 1041 of 1997, I hereby apply for a license to operate a:

- Adoption _____
- Foster Care _____
- Therapeutic Foster Care _____ **X**
- Therapeutic Foster Care-Sexual Rehabilitative Program _____
- Placement Residential _____

AGENCY INFORMATION:

Agency Name: Youth Bridge, Inc.
(As it will appear on License)

Physical Address of Agency: 2153 E Joyce Blvd, Suite 201 City: Fayetteville ST: AR ZIP: 72703

Mailing Address of Agency: _____ City: _____ ST: _____ ZIP: _____
(If different from Physical Address)

Phone: (479) 575-9471 Phone: (____) _____

OWNER INFORMATION:

Owner: Darryl Rhoda
(Legal Authority e.g. LLC, Corporation, Sole Owner)

Address of Owner: 2153 E Joyce Blvd, Suite 201 City: Fayetteville

State: AR Zip: 72703 Phone: (479) 575-9471

Purpose of the agency: We are here to change the lives of our children by providing preventative services, counseling, and shelter to strengthen families and build stronger communities. Youth Bridge is committed to helping the children in our community. Not only do we want to see a happier and healthier future generation, we want to see families that support one another. We have services and programs available for a range of issues that today's children are facing.

DOCUMENTS REQUIRED WITH APPLICATION:

- | | | | |
|---|---------|--|---------|
| 1. Articles of Incorporation | _____ ✓ | 7. Policy for Children's Health Services | _____ ✓ |
| 2. By-Laws | _____ ✓ | 8. Proof of Financial Soundness | _____ ✓ |
| 3. Board Roster | _____ ✓ | 9. List of Personnel | _____ ✓ |
| 4. Authorization Letter <i>Article II e pg 10</i> | _____ ✓ | 10. Verification of Qualifications | _____ ✓ |
| 5. Description of Agency Program | _____ ✓ | 11. General and Professional Liability Insurance | _____ ✓ |
| 6. Admission/Intake Policies | _____ ✓ | | |

AN APPLICATION IS NOT COMPLETE UNTIL ALL THE ABOVE DOCUMENTS HAVE BEEN RECEIVED.

I understand that once a Completed Application has been received, the Division shall complete a licensing study and make a recommendation to the Child Welfare Agency Review Board within ninety (90) Days

TERMS OF AGREEMENT:

I understand that inspections of my foster homes and agency records will be conducted in accordance with the minimum requirements as promulgated by the Child Welfare Agency Review Board under authority of Act 1041 of 1997. I have reviewed the licensing requirements and agree to comply with them.

Darryl Rhoda
Signature of Legal Authority

4/11/19
Date

Instructions for Completing Child Placement Agency Application

Type of Facility

1. Indicate which type(s) of agency type(s) you will be operating.

Agency Information

1. Enter the Agency Name that will appear on the license (what you wish to call the facility)
2. Enter the **physical** Address, City, and Zip of the agency.
3. Enter the **mailing** Address, City, and Zip for the agency.
4. Enter the main phone number located at the agency.

Owner Information

1. Enter the **legal** name of the owner (individual, LLC, corporation).
2. Enter the address for the owner, including City, State, and Zip.
3. Enter the main phone number for the owner.

Documents Required with Application:

1. All of these items **MUST** be included with the application, with the following exceptions:
 - a. If the owner is not an Incorporation or LLC, the Articles of Incorporation, By-Laws, and Board Roster are not required.
 - b. Authorization Letter is not required if the owner or Chairman of the Board will be the one signing the legal documents.
2. The List of Personnel and Verification of Qualifications is required for the following:
 - a. Administrator
 - b. Social Services Director
 - c. Other Professional Staff (as identified by licensing regulations)
 - d. Any other staff already selected/employed listed (qualifications not required)

Terms of Agreement and Signature:

1. Read the Statement and ensure the Legal Authority signs the document. This must be the individual (sole ownership), Chairman of the Board (Incorporation or LLC), or the person identified by the Authorization Letter.

STATE OF ARKANSAS
SECOND AMENDED AND RESTATED
ARTICLES OF INCORPORATION
OF
YOUTH BRIDGE, INC.

We THE UNDERSIGNED, In order to the Articles of Incorporation Youth Bridge, Inc., for the purposes hereinafter stated, under and pursuant to the provisions of an Act of the General Assembly of the State of Arkansas, entitled "Arkansas Non-Profit Corporation Act of 1993" enacted by Act 1147 of 1993, DO HEREBY CERTIFY AS FOLLOWS:

FIRST: The name of the corporation is Youth Bridge, Inc.

SECOND: The nature and business of the corporation and the objects or purposes proposed to be transacted, promoted or carried on by it, are amended as follows, to-wit:

Section A: The primary purpose for which this corporation is formed is to promote the well being of young people under twenty-two (22) years of age who are neglected, dependent, abandoned, or delinquent; to maintain homes or services whereby therapeutic care, supervised fellowship, special training and attention may be provided to help prepare and encourage girls and boys toward their adjustment into community life and further this corporation is organized for charitable, benevolent, eleemosynary, educational, and civic purposes and for other purposes which qualify as exempt under Section 501 (C) (3) of the Internal Revenue Code of 1954 (or for corresponding provisions of any future United States Internal Revenue Law).

Section B: To purchase or otherwise acquire, hold, own, rent, mortgage, sell, convey, exchange, option, subdivide, improve, use or otherwise deal in and with real and personal property of every class and description and any estate or interest therein, including leaseholds for any term, in any of the states, districts, territories or colonies of the United States, and in and to all foreign countries, subject to the laws of such state, district, territory, colony or country. To apply for, procure and take out patents of the United States of America upon any lands upon which the corporation may have an interest and to pay taxes on or obtain redemption deeds pertaining to any lands in which the corporation may have an interest.

Section C: To make contracts and incur liabilities, borrow monies, issue its notes, bonds, and other obligations; and secure any of its obligations by mortgages or pledges of all or any of its properties and franchises.

Section D: To have and to exercise all the powers now or hereafter conferred by the laws of the State of Arkansas upon corporations organized under the laws under which the corporation is organized and any and all acts amendatory thereof and supplemental thereto.

Section E: To conduct business in the State of Arkansas, other states, the District of Columbia, the territories and colonies of the United States and in foreign countries, and to have one or more offices out of the State of Arkansas, as well as within the said State. In any state or country or political division thereof in which the corporation may have qualified to do business, it shall have all the objects and powers herein set forth, but only to such extent as may be permitted by the laws of such state or country or political division thereof to any business or commercial corporation.

Section F: To do all and everything necessary and proper for the accomplishment of the objects enumerated in these Articles at Incorporation, or any amendment thereof, or necessary or incidental to the protection and benefit of this corporation, and in general to carry on any lawful

The foregoing clauses shall be construed both as objects and powers and it is hereby expressly provided that the foregoing enumerations of specific objects or powers shall not be held to limit or restrict in any manner either the objects or powers of the corporation, and that the corporation shall possess such incidental powers as are reasonably necessary or convenient for the accomplishment of any of the objects or powers hereinbefore enumerated, either alone or In association with any government, state, municipality, corporation, association, partnership, as a partner or otherwise, person, organization or entity whatsoever, at least to the same extent and as fully as individuals might or would do as principals, agents, contractors or otherwise.

THIRD: The period of existence of this corporation shall be perpetual.

FOURTH: The principal office or place of business of the corporation shall be located in the County of Washington, In the City of Fayetteville, State of Arkansas, and the address of the principal office shall be 4171 Crossover Road, Fayetteville, Arkansas, 72703.

FIFTH: The name of the registered agent or this corporation is Ronald G. Woodruff, whose address is 36 East Center Street, Fayetteville, Arkansas. 72701. The registered office of this corporation is that of the registered agent at said address.

SIXTH: The corporation is organized exclusively as a charitable organization as a non-profit corporation, and its activities shall be conducted for the aforesaid purposes in such manner that no part of its earnings will inure to the benefit of any member, director, trustee, officer, or individual.

SEVENTH: The name and post office address of each at the present officers is as follows:

President: Ralph Johnson	1022 CR 114, Eureka Springs, Arkansas 72632
Vice President: Dennis Upton	P.O. Box 1307, Springdale, Arkansas 72765
Secretary and Treasurer: West Doss	12737 Buddy Elkins Road, Farmington, Arkansas 72730

EIGHTH: The number of directors of the corporation shall be fixed by the By-laws and may be increased or decreased from time to time in the manner specified therein, provided, however, that the number of directors shall not be less than three (3). The Board of Directors shall be elected by members in good standing of the organization and in compliance with the regulations specified by the By-laws. Any director may be removed at any time, either for or without cause, by a majority vote of the ballots cast by members of good standing of the organization in attendance at a special meeting called for that purpose provided that five (5) days written notice has been mailed to the last known mailing address of every member of good standing of the organization.

NINTH: The officers, directors, and trustees of the corporation, their nomination, election, installment, terms of office, power and authority shall be in accordance with the provisions of the By-laws of this corporation.

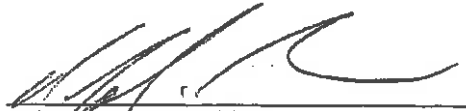
Section A: The governing body shall be the Board of Directors which Board shall consist of the officers of the corporation, and any others, who shall be designated as trustees, so elected to the Board of Directors in the manner prescribed by the By-laws of this corporation.

Section B: The officers of the corporation shall consist of a president, a vice-president, a secretary, and a treasurer, and such other officers and assistant officers as may be deemed necessary, who shall be elected or appointed in such manner prescribed In the By-laws of the corporation.

TENTH: The Board of Directors shall upon voluntary or involuntary dissolution of the corporation, inventory the assets of the corporation and use sound discretion in the liquidation of all assets. After final liquidation, all monies less such amounts as required for the dissolution and final liquidation of the corporation, shall be disposed of exclusively for the purposes of the corporation in such manner or to such organization or organizations organized and operating or operated exclusively for charitable, benevolent, eleemosynary, educational and civic purposes and

for other purposes which qualify as exempt under Section 501 (C) (3) of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law). In no case shall any distribution be made to any individual and no person shall financially profit individually from the operation of this corporation.

We, Ralph Johnson, President of Youth Bridge, Inc., a non-profit organization with mailing address of 4171 Crossover Fayetteville, Arkansas 72703, and West Doss, Secretary, hereby certify that the above and foregoing Second Amended and Restated Articles, were in all particulars duly submitted, discussed and unanimously approved and passed this 18th day of October, 2005, and that we, as the officers of the corporation, were directed to affix our names hereto and that such was the corporate act of the corporation.


Ralph Johnson, President

ATTEST:

West Doss, Secretary

ACKNOWLEDGMENT

STATE OF ARKANSAS

COUNTY OF WASHINGTON

)
) SS
)

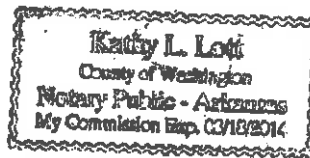
BE IT REMEMBERED that on this 18th day of October, 2005, personally came before me, the undersigned Notary Public, within and for the County and State aforesaid, Ralph Johnson and West Doss, signers to the foregoing Amendment, known to me personally as officers of Youth Bridge, Inc., and acknowledged the same to be the act and deed of the signer and that the facts stated therein are truly set forth.

GIVEN UNDER MY HAND AND SEAL of office the day and year aforesaid.

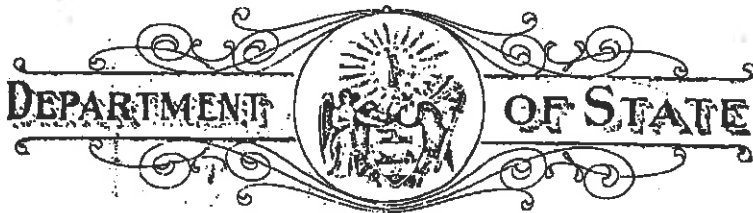

Notary Public

My Commission Expires:

8/18/2014



STATE OF ARKANSAS



KELLY BRYANT, SECRETARY OF STATE

To All to Whom These Presents Shall Come, Greeting
I, Kelly Bryant, Secretary of State of the State of Arkansas,
do hereby certify that the following and hereto attached instrument
of writing is a true and perfect copy of

CERTIFICATE OF AMENDMENT

OF

BOYLAND OF ARKANSAS, INC.

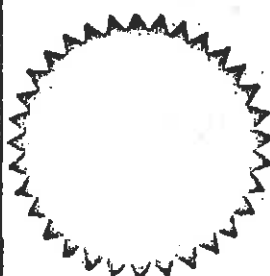
CHANGING NAME TO

YOUTH BRIDGE, INC.

Filed in this office:
March 25, 1974

NOTED
74 MAR 22 4 31:55
STATE DEPARTMENT

FILED



In Testimony Whereof I have hereunto
set my hand and affixed my official seal
Done at office in the City of Little Rock
this 25th day of March 19 74

KELLY BRYANT
By Selen Look Secretary of State
Deputy

STATE OF ARKANSAS
AMENDMENT TO
ARTICLES OF INCORPORATION
OF
BOYLAND OF ARKANSAS, INC.
AMENDED NAME--YOUTH BRIDGE, INC.

We THE UNDERSIGNED, in order to reorganize and amend the Articles of Incorporation and constitution of Boyland of Arkansas, Inc. and to merge said corporation with Youth Attention Homes of Northwest Arkansas, Inc., and Indian Trail House, Inc., for the purposes hereinafter stated, under and pursuant to the provisions of an Act of the General Assembly of the State of Arkansas, entitled "Arkansas Non-Profit Corporation Act." enacted by the Laws of 1963, Act 176, DO HEREBY CERTIFY AS FOLLOWS:

FIRST: The name of the corporation is and shall be changed to YOUTH BRIDGE, INC.

SECOND: The nature and business of the corporation and the objects or purposes proposed to be transacted, promoted or carried on by it, are as follows, to-wit:

Section A: The primary purpose for which this corporation is formed is to promote the well being of young people under eighteen (18) years of age who are neglected, dependent, abandoned, or delinquent; to maintain homes or services whereby therapeutic care, supervised fellowship, special training and attention may be provided to help prepare and encourage girls and boys toward their adjustment into community life and further this corporation is organized for charitable, benevolent, eleemosynary, educational, and civic purposes and for other purposes which qualify as exempt under Section 501 (C) (3) of the Internal Revenue Code of 1954 (or for corresponding provisions of any future United States Internal Revenue Law).

Section B: To purchase or otherwise acquire, hold, own, rent, mortgage, sell, convey, exchange, option, subdivide, improve, use or otherwise deal in and with real and personal property of every class and description and any estate or interest therein, including leaseholds for any term, in any of the states, districts, territories or colonies of the United States, and in and to all foreign countries, subject to the laws of such state, district, territory, colony or country. To apply for, procure and take out patents of the United States of America upon any lands upon which the corporation may have an interest and to pay taxes on or obtain redemption deeds pertaining to any lands in which the corporation may have an interest.

Section C: To make contracts and incur liabilities, borrow money, issue its notes, bonds, and other obligations, and secure any of its obligations by mortgages or pledges of all or any of its properties and franchises.

Section D: To have and to exercise all the powers now or hereafter conferred by the laws of the State of Arkansas upon corporations organized under the laws under which the corporation is organized and any and all acts amendatory thereof and supplemental thereto.

Section E: To conduct business in the State of Arkansas, other states, the District of Columbia, the territories and colonies of the United States and in foreign countries, and to have one or more offices out of the State of Arkansas, as well as within the said State. In any state or country or political division thereof in which the corporation may have qualified to do business, it shall have all the objects and powers herein set forth, but only to such extent as may be permitted by the laws of such state or country or political division thereof to any business or commercial corporation.

Section F: To do all and everything necessary and proper for the accomplishment of the objects enumerated in these Articles of Incorporation, or any amendment thereof, or necessary or incidental to the protection and benefit of this corporation; and in general to carry on any lawful business necessary or incidental to the attainment of the objects of this corporation, whether or not such business is similar in nature to the objects set forth in these Articles of Incorporation or any amendments thereof.

The foregoing clauses shall be construed both as objects and powers; and it is hereby expressly provided that the foregoing enumerations of specific objects or powers shall not be held to limit or restrict in any manner either the objects or powers of the corporation, and that the corporation shall possess such incidental powers as are reasonably necessary or convenient for the accomplishment of any of the objects or powers hereinbefore enumerated, either alone or in association with any government, state, municipality, corporation, association, partnership, as a partner or otherwise, person, organization or entity whatsoever, at least to the same extent and as fully as individuals might or would do as principals, agents, contractors or otherwise.

THIRD: The period of existence of this corporation shall be perpetual.

FOURTH: The principal office or place of business of the corporation shall be located in the County of Washington, in the City of Fayetteville, State of Arkansas, and the address of the principal office shall be 36 East Center Street, Fayetteville, Arkansas, 72701.

FIFTH: The name of the registered agent of this corporation is Ronald G. Woodruff, whose address is 36 East Center Street, Fayetteville, Arkansas, 72701. The registered office of this corporation is that of the registered agent at said address.

SIXTH: The corporation is organized exclusively as a charitable organization, as a non-profit corporation, and its activities shall be conducted for the aforesaid purposes in such manner that no part of its earnings will inure to the benefit of any member, director, trustee, officer, or individual.

SEVENTH: The name and post office address of each of the present officers is as follows:

President: Ed Salmon	224 North East Street, Fayetteville, Arkansas
Vice President: David Horne	First National Bank Building, Fayetteville, Arkansas
Secretary: Bill Sutton	Rogers, Arkansas
Treasurer: Frank Sharp	Smokchouse Road, Fayetteville, Arkansas

and no person shall financially profit individually from the operation of this corporation.

We, Ed Salmon, President of Boyland of Arkansas, Inc., a non-profit organization with mailing address of P.O. Box 188, Winslow, Arkansas, and Bill Sutton, Secretary, hereby certify that the above and foregoing Amendment to the Articles and to the constitution of Boyland of Arkansas, Inc., were in all particulars duly submitted, discussed and unanimously approved and passed this 22nd day of March, 1974, and that we, as the officers of the corporation, were directed to affix our names hereto and that such was the corporate act of the corporation.

Edmund R. Salmon
Ed Salmon, President

ATTEST:

Bill Sutton
Bill Sutton, Secretary

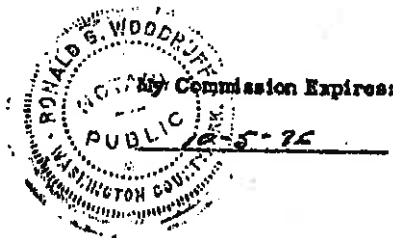
ACKNOWLEDGMENT

STATE OF ARKANSAS)
)SS
COUNTY OF WASHINGTON)

BE IT REMEMBERED that on this 22nd day of March, 1974, personally came before me, the undersigned Notary Public, within and for the County and State aforesaid, Ed Salmon and Bill Sutton, signers to the foregoing Amendment, known to me personally as officers of Boyland of Arkansas, Inc., and acknowledged the same to be the act and deed of the signer and that the facts stated therein are truly set forth.

GIVEN UNDER MY HAND AND SEAL of office the day and year aforesaid.

Ronald Woodruff
Notary Public



CERTIFICATE OF COUNTY AND PROBATE COURT
THE STATE OF ARKANSAS)
COUNTY OF WASHINGTON) SS.

I, RONALD G. WOODRUFF, Notary Public, do hereby certify that the above and foregoing Amendment to the Articles and Constitution of Boyland of Arkansas, Inc. was duly submitted, discussed and unanimously approved and passed on this 22nd day of March, 1974, at Winslow, Arkansas, and that the facts stated therein are truly set forth.

Z-392

Ronald G. Woodruff

EIGHTH: The number of directors of the corporation shall be fixed by the By-laws and may be increased or decreased from time to time in the manner specified therein, provided, however, that the number of directors shall not be less than three (3). The Board of Directors shall be elected by members in good standing of the organization and in compliance with the regulations specified by the By-laws. Any director may be removed at any time, either for or without cause, by a majority vote of the ballots cast by members of good standing of the organization in attendance at a special meeting called for that purpose provided that five (5) days written notice has been mailed to the last known mailing address of every member of good standing of the organization.

NINTH: The officers, directors, and trustees of the corporation, their nomination, election, installment, terms of office, power and authority shall be in accordance with the provisions of the By-laws of this corporation.

Section A: The governing body shall be the Board of Directors which Board shall consist of the officers of the corporation, and any others, who shall be designated as trustees, so elected to the Board of Directors in the manner prescribed by the By-laws of this corporation.

Section B: The officers of the corporation shall consist of a president, a vice-president, a secretary, and a treasurer, and such other officers and assistant officers as may be deemed necessary, who shall be elected or appointed in such manner prescribed in the By-laws of the corporation.

TENTH: The Board of Directors shall upon voluntary or involuntary dissolution of the corporation, inventory the assets of the corporation and use sound discretion in the liquidation of all assets. After final liquidation, all monies less such amounts as required for the dissolution and final liquidation of the corporation, shall be disposed of exclusively for the purposes of the corporation in such manner or to such organization or organizations organized and operating or operated exclusively for charitable, benevolent, eleemosynary, educational and civic purposes and for other purposes which qualify as exempt under Section 501 (C) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law). In no case shall any distribution be made to any individual

AMENDED AND RESTATED BY-LAWS

OF

YOUTH BRIDGE, INC.

ARTICLE I

NAME AND OFFICE

The name of the Corporation shall be the Youth Bridge, Inc., hereinafter referred to as the "Corporation," an Arkansas not-for-profit corporation, with principal offices located in the City of Fayetteville, in the County of Washington, in the State of Arkansas. The Corporation may also have offices at other places in or out of the State of Arkansas as the Board of Directors may determine or as the business of the Corporation may require.

ARTICLE II

PURPOSE

1. Purpose. The purposes of the Corporation, shall be exclusively charitable and educational, specifically the Corporation shall be organized and operated to promote the well-being of young people who are neglected, dependent, abandoned, or delinquent; to maintain services whereby therapeutic care, supervised fellowship, special training and attention may be provided to help prepare and encourage girls and boys toward their adjustment into community life, and to engage in any lawful act or activity for which not for profit corporations may be organized under the Arkansas Nonprofit Corporation Act.

The Corporation shall possess all powers which a corporation organized under the Nonprofit Corporation Act of the State of Arkansas, as amended, which are not in conflict with the purposes for which the corporation was organized, including, but not limited to, the power to purchase, take, receive, lease, take by gift, devise, or bequest, or otherwise acquire, own, hold, improve, use and otherwise deal in and with real or personal property or any interest therein,

wherever situated; to sell, convey, mortgage, pledge, lease, exchange, transfer and otherwise dispose of all or any part of its property and assets; to make contracts and incur liabilities, borrow money, issue its notes, bonds, and other obligations, act as a trustee, and secure any of its obligations by mortgage or pledge of all or any of its property, franchises, and income; and to do any and all things necessary, convenient, useful, or incidental to the attainment of its purposes as fully and to the same extent as natural person lawfully might or could do so long as consistent with the provisions of the Arkansas Nonprofit Corporation Act.

2. Inurement of Income. No part of the net earnings of the Corporation shall inure to the benefit of or be distributed to its members, trustees, officers, or other private persons except that the Board of Directors of the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in paragraph Four hereof.

3. Legislative or Political Activities. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

4. Dissolution Clause. Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the corporation in such manner, or to such charitable, educational, religious, literary, or scientific purposes as shall at the time qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States

Internal Revenue Law, as the Board of Trustees shall determine. Any of such assets not so disposed of shall be disposed of by the Circuit Court of the County in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

5. Creation of a For-Profit or Not-for-Profit Subsidiary. When creating a for-profit or not-for-profit subsidiary, the board shall ensure that a feasibility plan and business plan are completed and that there are sufficient resources to ensure success. The Board shall approve of the venture and develop a policy stating that any and all profits the venture generates are directed to fulfill the parent organization's purposes. The Board will review annually the relationship between the parent and the subsidiary to determine whether the subsidiary continues to serve the parents best interests.

ARTICLE III

BOARD OF DIRECTORS

1. General Powers. The property, affairs and business of the Corporation shall be managed by the Board of Directors, hereinafter referred to as the "Board". This shall include the adopting, reviewing and changing of the Corporation's policies.

2. Membership. The membership of the Corporation shall consist of all members of the Board, for as long as their respective terms of office shall continue.

3. Number and Term of Office.

(a) The Board shall consist of no fewer than three (3) persons and no more than 15 persons. Directors elected shall serve for a term of 3 years. Each Director shall serve no more than five (5) consecutive three year terms.

(b) A vacancy on the Board shall be deemed to exist in the case of death, resignation or removal of any Director.

(c) Whenever the office of a Director becomes vacant, a majority of the remaining Directors may appoint a replacement to serve for the remainder of the unexpired term. The number of years served during the fulfillment of an unexpired term will not be counted as part of the three (3) term limitation rule, as set out in Section 3(a) above.

(d) Any Director may resign at any time by giving written notice of his resignation to the Chairman of the Board or the Secretary. Any such resignation shall take effect at the time specified therein or, if the time when it shall become effective shall not be specified therein, immediately upon its receipt. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. If the Board accepts the resignation of a director rendered to take effect at a future time, the Board shall have power to elect a successor to take office when the resignation is to become effective.

(e) Any Director may be removed from membership by the affirmative vote of two-thirds (2/3) of the voting members of the Board at any regular or special meeting called for that purpose, for conduct detrimental to the interests of the Corporation, for lack of sympathy with objectives, or for refusal to render reasonable assistance in carrying out its purposes. The Director must be provided not less than fifteen (15) days prior written notice of the removal and the reasons therefore. The notice must be given by hand delivery or by first-class or certified mail sent to the last address of the member shown on the corporation's records. The Director shall be given an opportunity to be heard, orally or in writing not less than five (5) days before the effective date of the removal by the remaining members of the Board.

4. Regular Meetings. A regular annual meeting of the Board for the purpose of election of officers of the Corporation and the transaction of any other business coming before such meeting shall be held prior to the end of each calendar year and no notice of such meeting to the elected directors shall be necessary in order to legally constitute the meeting, provided a majority of the whole Board shall be present. If a majority of the Board shall not be present, then such regular annual meeting may be held at such time as shall be fixed by the consent, in writing, of all directors or upon written notice in the manner specified in Section 7 of this Article. Other regular meetings of the Board may be held without notice at such time as shall from time to time be determined by the Board.

5. Place of Meeting. Regular meetings of the Board shall be held at any place within or outside the State of Arkansas which has been designated from time to time by resolution of the Board or by written consent of all Directors. In the absence of such designation, regular meetings shall be held at the principal office of the Corporation. Special meetings of the Board may be held either at a place so designated or at the principal office.

6. Special Meetings. Special meetings of the Board shall be held upon written request of the Chairman, President/CEO, the Vice Chairman, or upon the written demand of any three (3) Directors addressed to the Chairman, Vice Chairman or President/CEO, stating the purpose or objective of the meeting. No business shall be considered at any special meeting other than the purpose mentioned in the notice given to each Director of the meeting, except upon the unanimous consent of all Directors.

7. Notice. Notice of such special meeting shall be mailed to each Director at his/her residence or usual place of business at least five (5) working days before the date on which such meeting is to be held. Every such notice shall state the time, date, place and purpose of the

special meeting. A notice delivered by facsimile or email transmission shall also constitute a valid notice.

8. Waiver of Notice of Meetings. Notice of meetings shall be given to each Director as specified herein. But any Director may either before; at or after any meeting waive notice thereof. Any Director, by his/her presence at any meeting, shall be deemed to have waived notice. Any meeting of the Board, even without notice, shall be legal and valid if all members of the Board are present.

9. Quorum and Manner of Acting. Fifty percent of the votes entitled to be cast on a matter must be represented at a meeting of Directors to constitute a quorum for the transaction of business at any meeting and the acts of the majority of the Directors present at any meeting at which a quorum is present shall be the act of the Board.

In the absence of a quorum, a majority of the Directors present may temporarily adjourn any meeting from time to time until a quorum is present. In the event any meeting is adjourned for lack of a quorum, the Chairman or the Secretary of the Corporation shall announce to those present the time, date and place for the meeting to reconvene. No other notice shall be required. In the event a quorum is present when the meeting reconvenes, any action taken by the Board at that time shall be deemed valid as if taken at the meeting that was temporarily adjourned for lack of a quorum.

10. Action by Consent. Any action required or permitted to be taken at any meeting of the Board may be taken without a meeting if a written consent to said action is signed by all of the members of the Board and such written consent is filed with the minutes of its proceedings. A consent delivered by facsimile or email transmission shall constitute a valid signed consent.

11. Meetings by Telephone or Similar Communication. The Board may participate in a meeting by conference telephone or other similar communication equipment by which all Directors participating in the meeting can communicate with each other. Participation in such meeting shall constitute presence in person by each Director at such meeting.

12. Conflict of Interest. Any duality on the part of any Director shall be disclosed to the Board of Directors, and made a matter of record through an annual process and also when the interest becomes a matter of Director action. Any Director having a duality of interest shall not vote or use his/her personal influence on the matter. The minutes of the meeting shall reflect that a disclosure was made and the abstention from voting. Any new Director will be advised of this policy upon entering the duties of his office.

ARTICLE IV

OFFICERS

1. Number and Title. The Officers of this Corporation shall be a Chairman, Vice Chairman and Secretary/Treasurer.

2. Election and Term of Office. The Chairman, Vice Chairman and Secretary/Treasurer shall be elected by the current Directors annually. A Director's term of office begins on January 1st. Each officer shall continue in office until his/her successor shall have been duly elected and qualified, and shall have entered upon the discharge of his duties.

3. Resignations. Any officer may resign at any time by giving written notice to the Chairman or to the Secretary of the Corporation. Such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein, and the acceptance of such resignation shall not be necessary to make it effective.

4. Vacancies. A vacancy in any office because of death, resignation, removal or any other cause shall be filled for the unexpired portion of the term by election of the Board at any regular meeting or a meeting called for that purpose.

5. Removal. Any officer may be removed from office by the affirmative vote of two-thirds (2/3) of voting members of the Board at any regular or special meeting called for that purpose, for conduct detrimental to the interests of the Corporation, for lack of sympathy with its objectives, or for refusal to render reasonable assistance in carrying out its purposes.

6. Compensation. Unless the Directors vote for compensation to be paid, no compensation or payment shall be made to any Director of the Corporation except as a reasonable allowance for actual expenses incurred on behalf of the Corporation.

7. Board Chairman. The Chairman shall have such powers to perform such duties as may be assigned to him/her by the Board of Directors. He/she shall have the rights and duties normally assigned to the Chairman of a corporation. He/she shall preside at all meetings of the Board. He/she shall co-sign with the Secretary/Treasurer all notices, bonds and similar instruments evidencing the borrowing of funds by the Corporation.

8. Vice Chairman. The Vice Chairman shall preside at meetings of the Board in the Chairman's absence and shall have such powers to perform such duties as may be assigned to him/her by the Board. The Vice Chairman shall possess the powers of the Chairman in the event of his/her absence, disability, resignation, etc. In the event the position of Chairman is vacated for any reason, the Vice Chairman shall retain the powers and duties of Chairman until such time as the vacancy is filled.

9. Secretary/Treasurer. The Secretary/Treasurer of the Corporation shall:

(a) Keep the minutes of the meeting of the Board.

authorized to employ such additional staff as may be necessary to carry out business of the Corporation.

The President/CEO shall:

- (a) Be responsible for the Corporation's overall management and policy implementation, under the general direction of the Chairman and the Board, and in accordance with the Corporation's policies and procedures. The President/CEO shall, in general supervise and control all of the business and affairs of the Corporation.
- (b) Maintain a complete and accurate list of the members of the Corporation and their addresses and membership status.
- (c) Preserve copies of the minutes of all Corporations, Board and Executive Committee meetings, and the originals of all officers' committee and other reports, and all other records, books and papers of the Corporation.
- (d) Attend all meetings of the Board, unless excused by the Chairman, and, in the absence of the Secretary/Treasurer, keep the minutes of such meeting.
- (e) Enter into contracts or execute other instruments for the corporation, except where contracts or other instruments are expressly required to be entered into by the Board of Directors or are required by law to be entered into by the Board of Directors.
- (e) Perform all other duties as may be assigned by the Chairman, Executive Committee or the Board.
- (f) Have the power to sign checks (without the countersignature of the Corporation's Treasurer) to and including an amount established by the Board.
- (g) The President/CEO shall serve as an ex officio member of the Board without a vote and shall not be counted in determining the total number of authorized Directors. In

(b) See that all notices are duly given in accordance with the provisions required by these By-laws and by law.

(c) Be custodian of the records.

(d) Have such powers and duties as may be assigned to him/her by the Board.

(e) Have charge and custody of and be responsible for all funds and securities of the Corporation, deposit all such funds in the name of the Corporation at such banks, trust companies and other depositories as shall be designated by the Board.

(f) At all reasonable times exhibit the books of account and records of the Corporation to any Director or to any other person legally entitled to inspect such books and records upon application during business hours at the office of the Corporation or at such other place as these books may be kept.

(g) Render statements of the condition of the finances of the Corporation at all regular meetings of the Board.

(h) Arrange for an independent audit of the Corporation's financial books and records and condition.

(i) Duties and responsibilities of the secretary/ treasurer may also be assigned to suitable and qualified Corporation staff by the Present/CEO as deemed necessary to meet the needs and obligations of the Corporation.

ARTICLE V

PRESIDENT/CHIEF EXECUTIVE OFFICER

1. President/CEO. The Board may employ a suitable and qualified person as CEO of the Corporation who shall serve at the will of the Board. The President/CEO is

addition, the President/CEO shall serve as a liaison between the Board of Directors and this Corporation as well as Youth Bridge Properties, Inc. Arkansas Community Foundation and any other business entities working with and associated with this Corporation

2. Surety Bond. The Board may require a surety bond for the faithful performance of the duties of the CEO in favor of the Corporation in such form and for such amount as the Board may approve.

3. Absence of CEO. In the absence of a CEO, the Board may delegate the authority of management of the agency to a suitable and qualified person who will be designated Interim CEO until such time a suitable and qualified replacement is found. The Board will appoint a Nominating Committee that will be responsible for transition planning, identifying qualified candidates, and conducting a formal search, when necessary. The President/CEO shall serve as an ex officio member of the Board without a vote and shall not be counted in determining the total number of authorized Directors. In addition, the President/CEO shall serve as a liaison between the Board of Directors and this Corporation as well as Youth Bridge Properties, Inc. and any other business entities working with and associated with this Corporation.

ARTICLE VI

COMMITTEES

1. Role and Responsibilities. The Chairman of the Board may appoint such committees, either standing or special, as the Chairman may from time to time deem desirable. Except as may be directed by the Board, committee members shall not be required to be members of the Board. However, membership on any committee, which is charged with fulfilling and discharging the duties and responsibilities of the Board between regular meetings thereof or otherwise, shall be limited to members of the Board. The Chairman and the CEO of

the Corporation may be members of each committee. The committees shall report proceedings of all meetings and any recommendations are to be submitted for Board approval.

2. (a) Executive Committee. The Corporation may have an Executive Committee consisting of the Chairman, Vice Chairman, the Secretary/Treasurer of the Board, and the CEO of the Corporation. The CEO of the Corporation shall have full voting privileges.

(b) Meetings of the Executive Committee. The Executive Committee shall make its own rules as to time, place and notice of meetings and its own rules of procedure.

(c) Powers of the Executive Committee. The Executive Committee, except to the extent limited by the Arkansas General Corporation Act, shall have the powers of the Board during the periods when the Board is not in session and such other powers as may be lawfully delegated to it by the Board.

(d) Waiver of Notice. Any actions taken at any meeting of the Executive Committee, however called and noticed or wherever held, shall be as valid as though a meeting had been duly held after regular call and notice, if a quorum be present and if, either before or after the meeting, each of the members not present signs a written waiver of notice or a consent to holding such meeting or an approval of the minutes thereof.

(e) Removal. The entire Executive Committee or any individual member thereof may be removed from the Executive Committee with or without cause by a vote of a majority of the whole Board.

(f) Vacancies. The Board shall fill all vacancies of officers in the Executive Committee which may occur from time to time. Other vacancies shall be appointed by the Chairman.

(g) Action without Meeting; Telephonic Meeting. Action may be taken by the Executive Committee in the manner allowed by the Board pursuant to Article III, Paragraphs 10 and 11.

(h) Evaluation of CEO. The Executive Committee shall evaluate annually the CEO of the Corporation for the purpose of establishing compensation.

(i) Review of By-laws. The Executive Committee shall review the Corporation's by-laws every 4 years to ensure that the document establishes the proper structure, size and responsibilities of the governing body and a process to delegate and implement those responsibilities.

3. Audit Committee – The Audit Committee shall be a standing committee and the members shall consist of the Chairman, the Vice Chairman and the Secretary/Treasurer of the Board of Directors.

Other Board members may also be asked to serve on this committee if needed to assure at least one Board member with financial expertise is on the committee. The audit committee oversees the integrity of the organization's financial management system and financial reporting; ensures the independence of the annual audit and that internal controls are in place to prevent or detect financial mismanagement or fraud. The audit committee should specifically report that it has discussed the financial statements with management, with the independent auditors in private and believes that they are fairly presented, to the extent such a determination can be made solely on the basis of such conversations. Staff members, including the CEO and CFO, cannot sit on the audit committee.

4. Finance and Board Development - These functions will not necessitate additional standing committees and will be the responsibility of the full governing Board. The full Board will regularly review financial statements as part of every board meeting; approve budgets, annual statements and fiscal procedures each year. The full governing Board will assure board development by periodically recruiting and nominating potential Board member for board vacancies and will initiate board training when appropriate. Board members may also assist in the orientation of new Board members.

ARTICLE VII

CONTRACTS, CHECKS, LOANS AND DEPOSITS

1. Contracts, Checks, Drafts, Deposits and Funds. The Board may authorize any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation.

2. Checks, Drafts, etc. All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Corporation shall be signed by such person or persons in such manner as shall from time to time be designated by the Board.

3. Deposits. All funds of the Corporation shall be deposited to the credit of the Corporation under such conditions and in such banks, trust companies, or other depositories as the Board or Executive Committee may designate or as may be designated by any officer or agent of the Corporation to whom such power has been delegated by the Board; and for the purpose of such may endorse, assign, and deliver checks, drafts and other orders for the payment of money which are payable to the order of the Corporation.

4. Loans. No loans shall be made by the Corporation to any Director or Officer. Any Directors who vote for or assent to the making of a loan to a Director or officer, and any officer or officers participating in the making of such loan, shall be jointly and severally liable to the Corporation for the amount of such loan until repayment thereof in accordance with the provisions of the Arkansas Nonprofit Corporation Act of 1993. No loans shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

ARTICLE VIII

RECEIPT AND DISTRIBUTION OF ASSETS

1. Receipt of Assets. All donations offered to the Corporation in excess of One Hundred Thousand and No/Dollars (\$ 100,000.00) are subject to the approval of the Executive Committee or the Board. This includes, but is not limited to, contributions of cash, securities, real estate, personal property, equipment and furniture. All funds received by the Corporation as charitable gifts shall be used in the active conduct of charitable and educational activities of organizations exempt under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and other activities for which the Corporation was organized, provided that trust funds and restricted gifts shall be used in accordance with the terms thereof.

2. Distribution of Unrestricted Funds. During each fiscal year, the Board may distribute unrestricted funds as is appropriate under these By-laws or policies and procedures established by the Board.

3. Restricted Gifts. The Corporation may accept any contributions, gifts, bequests, or assignments for the general or for any special purpose of the Corporation. It may act as the Trustee of any trust of which the Corporation also is a beneficiary, such as a charitable remainder unitrust for which the Corporation is the remainder beneficiary.

4. Investments. The Corporation may for investment purposes, commingle funds from various trusts, but no restricted or trust funds shall be used for purposes which are inconsistent with the terms of the restriction or trust, and an appropriate accounting shall be maintained at all times to assure that there is an appropriate and effective identification of the amount of all the commingled funds belonging to each separate trust, restricted gift, or other source.

ARTICLE IX

FISCAL YEAR

The fiscal year of the Corporation shall commence on the first day of July and end on June 30th of each year.

ARTICLE X

INDEMNIFICATION

Every member of the Board, officer, or employee of the Corporation, including members of all committees of the Corporation in the performance of their duties shall be indemnified by the Corporation against all reasonable expenses and liabilities, including counsel fees, necessarily incurred, and when approved by the Board, by or imposed upon such Director, officer, employee or member of a committee in connection with any threatened action, pending action or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation) to which such Director,

officer, employee or member of a committee may be made a party or in which such person may become involved by reason of being or having been a Director, officer, employee or member of a committee, or any settlement thereof, whether or not such person is a Director, officer, employee or member of a committee at the time such expenses are incurred, if such person acted in good faith and in a manner such person reasonably believed to be in or not opposed to the best interests of the Corporation. This indemnification shall not apply in such cases where the affected Director, officer, employee or member of a committee is found to not have acted in good faith or in a manner reasonably believed to be in or not opposed to the best interests of the Corporation or where the employee is adjudged guilty of willful misfeasance or malfeasance in the performance of such person's duties. Provided, that in the event of a settlement, the indemnification herein shall apply only when the Board approves such settlement and reimbursement as being for the best interests of the Corporation. The provisions of this section shall be applicable to actions, suits or proceedings pending at the adoption hereof or commenced after the adoption hereof, whether arising from acts or omissions occurring before or after the adoption hereof, and to Directors, officers, employees and members of a committee and other persons who have ceased to render such service, and shall inure to the benefit of the heirs, executors and administrators of the Directors, officers, employees and members of a committee referred to in this section. This indemnity agreement shall not inure to the benefit of any indemnitor, insurer, surety, or bonding company.

ARTICLE XI

INSURANCE

The Corporation may purchase and maintain insurance on behalf of any person who is or was a Director or Officer against any liability asserted against him/her and incurred by him/her

in any such capacity, or arising out of his/her status as such, whether or not the Corporation would have the power to indemnify him/her against such liability under the provisions of this Section.

ARTICLE XII
EXEMPT ACTIVITIES

Notwithstanding any other provisions of these By-laws, no member, Director, officer, employee or representative of this Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be taken or carried on by an organization exempt under Section 501(c) of the Internal Revenue Code of 1986, as amended, and its Regulations as they now exist or as they may hereafter be amended, or the corresponding provisions of any future Federal Tax Laws and Regulations, or by an organization contributions to which are deductible under Section 170(c)(2) of such Code and Regulations as they now exist or as they may hereafter be amended.

ARTICLE XIII
AMENDMENTS

These By-laws may be amended by the Board at any time, provided each member of the Board is given at least ten (10) days notice in advance that such amendment shall be voted upon at a particular time, date and place during a regular or special meeting. The notice shall contain an exact text of the proposed amendment. An affirmative vote of at least two-thirds (2/3) of the Directors present and voting at the meeting shall be required to amend these By-laws. The Amendment(s) shall be effective if and when approved by the Board.

Dated this _____ day of June 2016.

Board Chairman

BOARD OF DIRECTORS

2019

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<ul style="list-style-type: none"> • Azu Denton (Vice President) azu@omnianalytics.net 479-644-5537 1623 W. Laurel Rogers, AR 72757 	<ul style="list-style-type: none"> • Bethany Pautsch Bethany.pautsch@tyson.com 773-354-3639 3187 N. Warbler Dr. Fayetteville, AR 72704
<ul style="list-style-type: none"> • Sandy Kinsey (President) <u>Nominating Committee</u> skbkinsey@gmail.com 479-381-6522 17 Darian Dr. Bentonville, AR 72712 	<ul style="list-style-type: none"> • Tom Roeder tom.roeder@yahoo.com 479-876-3786 44 Perth Drive Bella Vista, AR 72715
<ul style="list-style-type: none"> • Billye Hawkins-Veteto (Secretary/Treasurer) <u>Executive Committee</u> <u>Finance Committee Chair</u> <u>Audit Committee</u> bhawkins@razorbackfoundation.com 479-530-6850 1295 S. Razorback Rd., Ste. A Fayetteville, AR 72701 	<ul style="list-style-type: none"> • Debbie Self <u>Program Development Committee</u> <u>Resource Development Committee</u> dself82@yahoo.com 479-445-2060 4335 W. Blue Mist Court Fayetteville, AR 72712
	<ul style="list-style-type: none"> • Justin Simpson <u>Executive Committee</u> <u>Resource Development Committee Chair</u> <u>Audit Committee</u> Justin.simpson@walmart.com jmsimpson1@crimson.ua.edu 479-657-3512 3105 S 28th Pl., Apt. 3 Rogers, AR 72758



Therapeutic Foster Care Program Description

Date: March 29, 2019

Revision Date:

This Policy and Procedure has been developed to Establish Youth Bridge procedures for The Therapeutic Foster Care Program, Serving Children and Adolescents with Behavioral Health Issues.

Program Description:

Therapeutic Foster Care is an intensive/comprehensive level of care within the behavioral Health Treatment provided to clients whose needs cannot be met in their home environment or a regular Foster care setting and has been removed by an agency (such as the court or Division of Humans Services, Division of Children and Family Services). Clients will be placed in the least restrictive environment as possible unless stated in the client's record and treatment/care plan that it is not in the Child/Adolescents interest.

The Youth is placed in the safe and secure environment of a home like setting that is licensed as a therapeutic foster home, with adults who have received specialized training in several areas including but not limited to trauma, adolescent development and why part of the treatment team are. Foster parents and treatment team will provide interventions and treatment, protections, care and nurturance to meet the individualized needs of the children in care. Care, supervision, training and services will be provided or facilitated by Youth Bridge Inc.

Youth Bridge's (YB) Background & Experience

Established in 1963, YB is a Community Based Provider that has provided residential, outpatient, and other non-residential services to Arkansas' youth and their families. YB currently provides services to over 16 counties of NWA. Approximately 300 employees provide services in the (5) clinical offices and (3) residential facilities. The clinical offices provide mental health counseling, substance abuse (SA) services, case management, aftercare, electronic monitoring and many other services. The residential programs include an Emergency Shelter, Residential SA Treatment Program. YB works in conjunction with: DYS, local juvenile judges, Youth Concerns Committees, Into the light, and many others who have recommended these and other services for the clients. Youth Bridge Inc. collaborates with Into the Light an organization that works with victims of trafficking. Other collaborators are Theater Squared a local theater troupe that teaches clients self-esteem, healthy outlets to express themselves and community connections. Appleseed's is another stake holder that provides a safe place for clients to learn how to grow and cook their own food. Over the years, In 2003, YB was awarded a DYS contract for Residential Substance Abuse Treatment (SA Tx) and continues to provide this programming for DYS committed youth and other Youth In lieu of DYS

commitment. YB began providing staff secure programming in 1996 when it began providing Emergency Shelter beds for DYS youth to transition back into their home community

Youth Bridge's Licensure and Accreditation

All YB residential programs are currently licensed with the Arkansas Child Welfare Review Board. YB is also licensed by the Office of Alcohol and Drug Abuse Prevention to provide residential and outpatient SA treatment services. YB was re-accredited by the Council on Accreditation (COA) in October 2018.

Evidenced Based and trauma informed Programming

Upon intake each client is given a trauma assessment (A.C.E Adverse Childhood Experience Assessment) to help identify triggers, coping skills, strengths and weakness, this assessment is provided to the treatment team and adjusted as trust/rapport is built and skills are developed or other triggers are identified. Direct care staff are notified of triggers and trained in trauma informed approach such as CPI (crisis Prevention), Ukeru and interventions to work with the clients.

Youth Bridge follows the six core Principles of Trauma informed care as defined by the Substance Abuse and Mental Health Services Administration (SAMHSA), to inform its work with health and behavioral healthcare systems and organizations:

1. **Safety-** For client and staff - Clients are given trauma assessments which are updated throughout treatment. Staff is certified in CPI and Reviewed yearly for recertification. Principles of Ukeru are applied in understanding trauma and the brain. Training yearly for staff or more often as needed. Clients are taught life skills, coping skills and social skills
2. **Trustworthiness and Transparency** - open discussions and processing of situations in everyday life, what happens in an emergency. Time is focused on building Rapport with clients and family, Treatment plans are designed in conjunction with family, clients, support networks and aftercare planning. Program Director and other administrative staff are directly involved with clients.
3. **Peer Support** – Peers work together and often facilitate groups, with supervision. Clients identified as having substance abuse issues are taken (voluntary basis only) to local closed NA group. Into the Light comes in a conducts a group for the programs.
4. **Collaboration and Mutuality** – Clients work with their treatment team on Individualized treatment planning and goals
5. **Empowerment, Voice and Choice** – Clients meet with program director, treatment team and stakeholders to plan and budget outings. Work with teaching staff on education goals that are measurable and attainable.
6. **Cultural, Historical, and Gender Issues** – Groups are conducted; classes are taught on cultural, historical and all-inclusive identities. Respect and tolerance are mentored staff and treatment team. Training provided to staff on yearly basis, more if needed. Clients are offered church services upon request as well as allotted spiritual time for their own observations.

Foster Home Placement:

The TFC Case Manager will Screen/Review all referrals within 5 days of receipt and give written recommendations. If referral is deemed appropriate the packet is sent to office in which the Client will be seen and a behavioral Health Assessment is scheduled within 5 working days. At this time the Client will be staffed and Foster family will be matched based on ability and matching criteria. If agreed by treatment team that that client is appropriate the client will be placed in the foster home with in a 2 week period. All clients will also receive ACE assessment (adverse Child Hood Experience) and a safety plan will be implemented and provided to the treatment team. If the referral is deemed innapropriate , a letter will be sent to the referring agency with reasons for denial and possible alternatives.

Once the assessments are complete the case will be staffed by treatment team, including chosen foster parents, on the next scheduled staffing day. Children in a more restrictive setting who are in need of foster care are given priority and moved to a family environment within 30 days of acceptance. The Youth Bridge Foster care case manager has the first face to face visit with the youth on the day of placement and first home visit with in ten days of placement. Meeting with the biological parents if deemed appropriate will be scheduled with in the first two weeks.

IF child is identified as of Native American decent and is accepted for placement the director will be notified. Information on the Indian Child Welfare act will be given to the family and Youth Bridge will work in conjunction of DHS to abide by placement preferences outlined in the Indian Child welfare act. The agency will engage and collaborate with the youth's tribe throughout provision of services as outlined in the act including but not limited to Services delivery, assessment, Planning, permanency planning , aftercare and case closure.

Youth Bridge will employ criteria to match Prospective therapeutic Foster homes with the youth through examining both TF home and Youths strengths , needs and abilities. All efforts will be made to match Ethnic or cultural backgrounds unless it is documented as to why this is not possible.

Youth Bridge will provide Due diligence to place sibling groups together, but based on severity of needs that a youth may have it may be beneficial to have the High needs child placed in one foster home . Youth Bridge strives to provide the safest and most stable environment that is in the best interest of the youth.

If placement is disrupted Youth Bridge will attempt to address the move in advance and identify a new placement or higher level of care. , DHS will also be notified and work together to obtain further services.

Treatment, planning and reviews

Youth Bridge provides a behavioral health assessment by a mental health professional to assess for co- occurring Mental Health and Substance abuse disorders. Youth must meet DSM – V criteria for a diagnosis. A multiple disciplinary treatment team will utilize

the level of care Criteria to meet the client's needs. This will include Medication management, behavioral health interventions etc. as identified in the client's individualized treatment plan. Plan will be reviewed 30 days after placement then 3 months or as needed. Family therapy will also be available including Biological family if deemed appropriate.

Permanency planning

Youth Bridge will work with family, kin, DHS and all involved parties to prepare for permanency planning either to family of origin, adoption or other permanent care or independent living. Family reunification is ideal and priority for Youth Bridge. Youth Bridge will assist in creating a positive environment in the foster home which will maintain connection with family of origin

Youth Bridge supports planning by assisting the Youth:

- Preparing for reunification, adoption, independent living or other placement
- Identify adults, mentors or others that a positive relationship can be kept
- Maintain contact with appropriate family members

Education

Youth Will be enrolled in the school district of the therapeutic foster home unless arrangements can be made for transportation to Youth's home school. Case manager and foster family will attend any educational meetings as need such as IEP, tutoring and advocacy.

Visitation:

Once Youth is placed, it is recommended that they not have contact with family for the first two weeks unless agreed upon by treatment team. After that weekly phone calls that are initiated by the youth. Visitation may be scheduled if DCFS deems appropriate. DCFS will need to provide transportation and supervision. If clients are to be reunited with family, passes will be available pending DCFS approval.

List of services provided at Youth Bridge



Service Delivery Policy and Procedure

SD - 375

Effective: April 2018
Revised: November 2018
Revised: February 2019
Approved:

Subject: Service Definitions

MD/APN:

Note: Services highlighted are new and/or pending services

Psychiatric Evaluation

Psychiatric Assessment is a face-to-face psycho-diagnostic assessment conducted by a licensed physician or Advanced Practice Nurse (APN), preferably one with specialized training and experience in psychiatry (child and adolescent psychiatry for beneficiaries under age 18). This service is provided to determine the existence, type, nature, and most appropriate treatment of a behavioral health disorder. This service can be done face to face and/or through Tele-Med.

Note: This service is not required for beneficiaries to receive Counseling Level Services. The Psychiatric Assessment is required for beneficiaries receiving Rehabilitative Level Services.

Standard Allotted Time: 45 minutes (Encounter)

Yearly Maximum*: 1 encounter

(Should primarily be used for Medicaid clients only, Clinical Supervisor will have to approve a DYS, PI and/or Pro Bono client.)

Cannot be billed with any other Medicaid service on the same day

Place of Service: School, Homeless Shelter, Office, Home, Independent clinic

Pharmacologic Management

Pharmacologic Management is a service tailored to reduce, stabilize or eliminate psychiatric symptoms. This service includes evaluation of the medication prescription, administration, monitoring, and supervision and informing beneficiaries regarding medication(s) and its potential effects and side effects in order to make informed decisions regarding the prescribed medications. Services must be congruent with the age, strengths, and accommodations necessary for disability and cultural framework. This service can be done face to face and through Tele-Med. (MD and APN) ***Cannot be billed with any other Medicaid service on the same day***

- 10 min: Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: A problem focused history; A problem focused examination; Straightforward medical decision making
Presenting Problem(s): Self-limited or minor
- 15 min: Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: An expanded problem focused history; an expanded problem focused examination; Medical decision making of low complexity.
Presenting Problem(s): Low to moderate severity
- 25 min: Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: A detailed history, A detailed examination; Medical decision making of moderate complexity
Presenting Problem(s): Moderate to high severity
Standard Allotted Time: 1 encounter per day
Yearly Maximum*: 12 encounters
Place of Service: School, Homeless Shelter, Office, Home, Independent Clinic

LP/ LPE

Psychological Evaluation

Psychological Evaluation for personality assessment includes psycho-diagnostic assessment of a beneficiary's emotional, personality, and psychopathology, e.g., MMPI, Rorschach®, and WAIS®. Psychological testing is billed per hour both face-time administering tests and time interpreting these tests and preparing the report. This service may reflect the mental abilities, aptitudes, interests, attitudes, motivation, emotional and personality characteristics of the beneficiary. Medical necessity for this service is met when:

- the service is necessary to establish a differential diagnosis of behavioral or psychiatric conditions
- history and symptomatology are not readily attributable to a particular psychiatric diagnosis
- questions to be answered by the evaluation could not be resolved by a psychiatric/diagnostic interview, observation in therapy, or an assessment for level of care at a mental health facility

Standard Time Allotted: 4 hours

Yearly Maximum*: 8 hours (Applies to Medicaid clients only)

Place of Service: School, Office, Independent Clinic

Licensed Clinicians/APN/MD

Behavior Health Assessment

Mental Health Assessment is a clinical service for the purpose of determining the existence, type, nature, and appropriate treatment of a mental illness or related disorder as described in the current allowable DSM. This service may include time spent for obtaining necessary information

for diagnostic purposes. The psycho-diagnostic process may include, but is not limited to: a psychosocial and medical history, diagnostic findings, and recommendations. This service must include a face-to-face component and will serve as the basis for documentation of modality and issues to be addressed (plan of care). Services must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and provided with cultural competence.

Allowable components include time spent conducting psychosocial assessment and obtaining necessary information for diagnostic purposes.

Standard Time Allotted: Medicaid/DYS: 1 hour

PI/Pro Bono: 45 minutes

Yearly Maximum*: 2 hours (Applies to Medicaid clients only)

Cannot be billed the same day as an SAA or PE

Place of Service: School, Homeless Shelter, Office, Home, Independent Clinic

Interpretation of Diagnosis

Interpretation of Diagnosis is a direct service provided for the purpose of interpreting the results of psychiatric or other medical exams, procedures, or accumulated data. Services may include diagnostic activities and/or advising the beneficiary and his/ her family. Consent forms may be required for family or significant other involvement. Services must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and provided with cultural competence.

Note: For clients under the age of 18, the time may be spent face-to-face with the client; the client and the parent(s) or guardian(s); or alone with the parent(s) or guardian(s). For clients over the age of 18, the time may be spent face-to-face with the client and the spouse, legal guardian or significant other.

Standard Time Allotted: maximum of 30 minutes

Yearly Maximum: 1 event

Cannot be billed the same day as the MHA, SAA, or MTP (cannot be billed after the MTP) or Psychoeducation

Place of Service: School, Homeless Shelter, Office, Home, Independent clinic

Substance Abuse Assessment

Substance Abuse Assessment is a service that identifies and evaluates the nature and extent of a beneficiary's substance abuse condition using the Addiction Severity Index (ASI) or an assessment instrument approved by DBHS and DMS. The assessment must screen for and identify any existing co-morbid conditions. The assessment should assign a diagnostic impression to the beneficiary, resulting in a treatment recommendation and referral appropriate to effectively treat the condition(s) identified.

Standard Allotted Time: 1 hour maximum

Yearly Maximum: 1 event

Cannot be billed the same day as Interpretation of Diagnosis, PE or MHA

Place of Service: School, Homeless Shelter, Office, Home, Independent clinic

Treatment Plans – Mental Health/Substance Abuse (no Tier or Tier 1)

A plan developed in cooperation with the beneficiary (or parent or guardian if under 18) to deliver specific mental health services to restore, improve, or stabilize the beneficiary's mental health condition. The Plan must be based on individualized service needs as identified in the completed Mental Health Diagnosis, independent assessment, and independent care plan. The plan must list problems, goals, objectives and interventions. The Plan must identify individuals or treatment teams responsible for treatment, specific treatment modalities prescribed for the beneficiary, and time limitations for services. The plan must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and demonstrate cultural competence. *Must be reviewed every 6 months. For Medicaid, probono and PI clients this service is non-billable.*

Allowable components include actual time spent providing the service.

Standard Time Allotted: 1 unit, Maximum of 15 minutes

This service is for DYS, probono, PI and Tier 1 clients

Yearly Maximum*: 30 minutes or 2 units

Place of Service: School, Homeless Shelter, Office, Home, Independent clinic

Treatment Plan/Review (Tier 2 only)

A plan developed in cooperation with the beneficiary (or parent or guardian if under 18) to deliver specific mental health services to restore, improve, or stabilize the beneficiary's mental health condition. The Plan must be based on individualized service needs as identified in the completed Mental Health Diagnosis, independent assessment, and independent care plan. The Plan must include goals for the medically necessary treatment of identified problems, symptoms and mental health conditions. The Plan must identify individuals or treatment teams responsible for treatment, specific treatment modalities prescribed for the beneficiary, and time limitations for services. The plan must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and demonstrate cultural competence. *Must be reviewed every 6 months.*

Allowable components include actual time spent providing the service.

Standard Time Allotted: 1-2 units or 30 minutes maximum

For probono and or PI the MTP is 15 minutes or 1 unit

Yearly Maximum*: 1 hour or 4 units

Place of Service: School, Homeless Shelter, Office, Home, Independent clinic

Individual Therapy

Individual Behavioral Health Counseling is a face-to-face treatment provided to an individual in an outpatient setting for the purpose of treatment and remediation of a condition as described in the current allowable DSM. Services must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and provided with cultural competence. The treatment service must reduce or alleviate identified symptoms related to either (a) Mental Health or (b) Substance Abuse, and

maintain or improve level of functioning, and/or prevent deterioration. Additionally, tobacco cessation counseling is a component of this service.

Standard Time Allotted: 2 to 4 units and/or a maximum of 1 hour

Yearly Maximum*: 12 sessions – 1 session = 1 event (Tier 1)

6-Month Maximum*: 13 sessions – 1 session = 1 event (Tier 2) (6-months)

Cannot bill less than 2 units for an IT session

Place of Service: Office, Homeless shelter, School, Home, Independent clinic

Group Therapy

Group Behavioral Health Counseling is a face-to-face treatment provided to a group of beneficiaries. Services leverage the emotional interactions of the group's members to assist in each beneficiary's treatment process, support his/her rehabilitation effort, and to minimize relapse. Services must be congruent with the age and abilities of the beneficiary, client-centered and strength-based; with emphasis on needs as identified by the beneficiary and provided with cultural competence. Services pertain to a beneficiary's (a) Mental Health and/or (b) Substance Abuse condition. Additionally, tobacco cessation counseling is a component of this service.

Standard Time Allotted: 45 minute Group Session

Yearly Maximum*: 12 sessions – 1 session = 1 event (Tier 1) (Applies to Medicaid clients only)

6-Month Maximum*: 52 sessions – 1 session = 1 event (Tier 2) (Applies to Medicaid clients only)

Place of Service: School, Office, Independent Clinic

Must bill at minimum of 40 minutes to be considered a 45 minute group.

Psychoeducation

Psychoeducation provides beneficiaries and their families with pertinent information regarding mental illness, substance abuse, and tobacco cessation, and teaches problem-solving, communication, and coping skills to support recovery. Psychoeducation can be implemented in two formats: Multifamily group and/or single family group. Due to the group format, beneficiaries and their families are also able to benefit from support of peers and mutual aid. Services must be congruent with the age and abilities of the beneficiary, client-centered, and strength-based with emphasis on needs as identified by beneficiary and provided with cultural competence.

Standard Time Allotted: 1 -4 units maximum

6-Month Maximum*: 24 units (Applies to Medicaid clients only)

Place of Service: School, Office, Independent Clinic

Family Therapy with or without Client

Marital/Family Behavioral Health Counseling with or without Beneficiary Present is a face-to-face treatment provided to one or more family members in the presence of a beneficiary. Services must be congruent with the age and abilities of the beneficiary, client-centered and

strength-based; with emphasis on needs as identified by the beneficiary and provided with cultural competence. Services are designed to enhance insight into family interactions, facilitate inter-family emotional or practical support and to develop alternative strategies to address familial issues, problems and needs. Services pertain to a beneficiary's (a) Mental Health and/or (b) Substance Abuse condition. Additionally, tobacco cessation counseling is a component of this service.

Standard Time Allotted: 45 minutes

Yearly maximum*: 12 sessions (Tier 1) (Applies to Medicaid clients only)

6-Month maximum*: 15 sessions (Tier 2) (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Independent Clinic

Must bill a minimum of 40 minutes to be considered a 45 minute FT session.

Licensed Clinicians/QBHP

Crisis Stabilization Intervention(QBHP/MHP)

Crisis Stabilization Intervention is a scheduled face-to-face treatment activities provided to a beneficiary who has recently experienced a psychiatric or behavioral crisis that are expected to further stabilize, prevent deterioration and serve as an alternative to 24-hour inpatient care. Services are to be congruent with the age, strengths, needed accommodation for any disability and cultural framework of the beneficiary and his/her family.

Note: This service is a planned intervention that MUST be on the beneficiary's treatment plan to serve as an alternative to 24-hour inpatient care.

Standard Time Allotted: up to 3 hours

Yearly Maximum*: 18 hours (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Crisis Stabilization Intervention QBHP/MHP)

Crisis Stabilization Intervention is a scheduled face-to-face treatment activities provided to a beneficiary who has recently experienced a psychiatric or behavioral crisis that are expected to further stabilize, prevent deterioration and serve as an alternative to 24-hour inpatient care. Services are to be congruent with the age, strengths, needed accommodation for any disability and cultural framework of the beneficiary and his/her family.

Note: This service is a planned intervention that MUST be on the beneficiary's treatment plan to serve as an alternative to 24-hour inpatient care.

Standard Time Allotted: up to 3 hours

Yearly Maximum*: 18 hours (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

QBHP (Formerly MHPP)

Behavioral Assistance

Behavioral Assistance is a specific outcome oriented intervention provided individual or in a group setting with the child/youth and/or his caregiver that will provide the necessary support to attain the goals of the treatment plan. Services involve applying positive behavioral interventions and supports within the community to foster behaviors that are rehabilitative and restorative in nature. The intervention should result in sustainable positive behavioral changes that improve functioning enhance the quality of life and strengthen skills in a variety of life domains. For the purpose of this service, group is defined as family group.

Standard Time Allotted: 1 to 8 units or up to 2 hours however there is no daily cap
6-Month Maximum*: 146 units (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Individual Life Skills Development

Individual Life Skills Development is a service that provides support and training for transitional ages (youth ages 16 – 21) on a one-on-one basis. This service should be a strength-based, culturally appropriate process that integrates the youth into their community as they develop their recovery plan. This service is designed to assist youth in acquiring the skills needed to support an independent lifestyle and promote a strong sense of self-worth. In addition, it aims to assist youth in setting and achieving goals, learning independent living. Topics may include: educational or vocational training, employment, resource and medication management, self-care, household maintenance, health, wellness and nutrition.

Standard Time Allotted: 1 to 8 units or up to 2 hours
Yearly Maximum*: 292 units (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Group Life Skills Development

Group Life Skills Development is a service that provides support and training for transitional ages (youth ages 16 – 21) in a group setting. This service should be a strength-based, culturally appropriate process that integrates the youth into their community as they develop their recovery plan. This service is designed to assist youth in acquiring the skills needed to support an independent lifestyle and promote a strong sense of self-worth. In addition, it aims to assist youth in setting and achieving goals, learning independent living. Topics may include: educational or vocational training, employment, resource and medication management, self-care, household maintenance, health, wellness and nutrition.

Standard Time Allotted: 1 to 8 units or up to 2 hours
Yearly Maximum*: 292 units (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Child and Youth Support Services

Child and Youth Support services are clinical, time-limited services for principal caregivers designed to increase a child's positive behaviors and encourage compliance with the parents at home: working with teachers/schools to modify classroom environment to increase positive behaviors in the classroom; and increase a child's social skills, including understanding of feelings, conflict management, academic engagement, school readiness, and cooperation with teachers and other schools staff. This service is intended to increase parental skill development in managing their child's symptoms of their illness and training the parents in effective interventions and techniques for working with the schools.

Standard Time Allotted: 1 session = 1 hour

Yearly Maximum*: 60 sessions/hours a quarter for an annual total of 240 sessions/hours (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Must bill a minimum of 50 minutes to be considered a full session.

Peer Support (Must attend a state training and be certified by the state to perform this service)

Peer Support is a consumer centered service provided by individuals (ages 18 and older) who self-identify as someone who has received or is receiving behavioral health services and this is able to provide expertise not replicated by professional training. Peer providers are trained and certified peer specialists who self-identify as being in recovery from behavioral health issues. Peer support is a service to work with beneficiaries to provide education, hope, healing, advocacy, self-responsibility, a meaningful role in life, and empowerment to reach fullest potential. Specialists will assist with navigation of multiple systems (housing, supportive employment, supplemental benefits, building/rebuilding natural supports, etc.) which impact beneficiaries' functional ability. Services are provided on an individual basis or group basis, and in either the beneficiary's home or community environment. This service can be provided face to face and/or on the phone.

Standard Time Allotted: 1 – 8 units or 2 hours (technically there is no cap but we are going with 2 hours maximum at this time)

Yearly Maximum*: 120 units or 30 hours (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Family Support Partners (Must attend a state training and be certified by the state to perform this service)

Family Support Partners is a service provided by peer parent counselors or Family Support Partners (FSP), who model recovery and resiliency for caregivers of children or youth with behavioral health care needs. Family Support Partners come from legacy families and use their

lived experience, training, and skills to help caregivers and their families identify goals and actions that promote recovery and resiliency. A FSP may assist, teach, and model appropriate child-rearing strategies, techniques, and household management skills. This service provides information on child development, age-appropriate behavior; parental expectations, and childcare activities. It may also assist the family in securing community resources and developing natural supports. This service can be provided face to face and/or on the phone.

Standard Time Allotted: 1 – 8 units or 2 hours (technically there is no cap but we are going with 2 hours maximum at this time)

Yearly Maximum*: 120 units or 30 hours (Applies to Medicaid clients only)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

RN

Individual Pharmacologic Counseling by RN

A specific, time limited one-to-one intervention by a nurse with a beneficiary and/or caregivers, related to their psycho-pharmological treatment. Individual Pharmaceutical counseling involves providing medication information orally or in written form to the beneficiary and/or caregivers. The service should encompass all the parameters to make the beneficiary and/or family understand the diagnosis prompting the need for the medication and any lifestyle modification required.

Standard Allotted Time: 1 encounter per day/month

Yearly Maximum*: 12 units per fiscal year (combined with Group counseling by RN)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Group Pharmacologic Counseling by RN

A specific, time limited intervention provided to a group of beneficiaries and/or caregivers by a nurse, related to their psycho-pharmological treatment. Group Pharmaceutical counseling involves providing medication information orally or in written form to the beneficiary and/or caregivers. The service should encompass all the parameters to make the beneficiary and/or family understand the diagnosis prompting the need for the medication and any lifestyle modification required.

Standard Allotted Time: 1 encounter per day/month

Yearly Maximum*: 12 units per fiscal year (combined with Individual counseling by RN)

Place of Service: School, Homeless Shelter, Office, Home, Group Home, Independent Clinic, Other Place of Service

Youth Justice Services

Aftercare

Services specifically designed for youth committed to a youth services facility operated by the Division of Youth Services. This should provide a community evaluation that includes recommendations for release plans, services to families of committed youth, advocacy on behalf of the youth, supervision, transportation, and follow-up. It may also include visiting youth at the Youth Services Center under certain circumstances. This service will be billed after all Medicaid services have been utilized. Billable time is actual time spent writing reports, actual time spent with clients, parents, school, JPO, etc and actual time spent on the phone or sending an email.

Field Evaluations are required to be submitted to DYS within 7 calendar days. This must occur for the service to be considered billable for payment under CBP.

This is a DYS service only.

Allowable components include initial evaluation, youth supervision and follow-up reports. Monthly Reports should be billed under Monthly Reports and Discharge Summary should be billed on for completing an aftercare discharge.

Aftercare Travel (Need to add to Credible as a service)

Utilized by the Youth Justice Caseworker or designated staff only for travel time to and from visiting a client that is committed to a youth service facility operated by the Division of Youth Services or attending staffing at the facility. This is actual time spent in the car traveling from your assigned office location or another service location to the DYS facility location and back or to another service location.

This is a DYS service only and only for Aftercare Clients.

Casework

Services provided to a client by the YBI Staff. Activities shall include but are not limited to,

- Supervision
- telephone contacts with or on behalf of a client,
- follow-up as needed,
- Establishing support for the client
- Gathering information relevant to the client's plan of care.
- writing emails and/or letters with or on behalf of a client
- documenting meetings with clients (EM clients)
- Follow-up shall be understood to mean performing the act or steps of additional activity on any current or previously initiated casework activity.

Allowable components include youth supervision and (any direct service to the youth related to this service definition).

Client Transportation

When out-patient/school based staff are utilized to provide transportation for a client due to an unusual circumstance. This should only be performed if MCD/Parent/family options are exhausted. This service can only be billed for the Day Treatment, **Intensive Out Patient** and RISE programs.

Standard Time Allotted: Up to a maximum of two hours per day, billed in 15 minute units.

Home Based Services Travel

Documenting time spent traveling to client homes to see clients. This is currently a payable service. To bill this service you must also have billed a service to the family and/or client. This service cannot be used to travel to client home and the client is not there so billing took place.

Standard Time Allotted: 15 minute units.

Maximum: Two units per day (Per family)?????

Field Evaluation

A Field Evaluation is a specific DYS report that is used when a youth from one of our districts is committed to Division of Youth Services. The Field Evaluation form is to be completed within 7 calendar days from the date of the referral request. This service is to bill actual time spent on gathering information for this report as well as writing the report.

This is a DYS service only and only for Aftercare Clients.

Standard Time Allotted: Up to a maximum of two hours per day, billed in 15 minute units.

Service Plan

This is a case/service plan that is to be developed for DYS clients only. This is to be used for residential, Aftercare, Electronic Monitoring, Interstate Compact or any other Youth Justice Service. *This is not a Medicaid service.*

Standard Time Allotted: 15 minute unit.

Maximum: 1 unit per plan

Interstate Compact

YBI provides services under the Interstate Compact Law for out-of-state evaluations and for supervision of delinquent youth who are on parole and who are moving from one state to

another. Interstate Compact services are also provided for runaway youth who have not been adjudicated as delinquent, youth absconders, and youth escapees. ISC services for youth who are on probation from another state are provided only in the absence of the availability of a court probation officer. The goal of this program is to ensure that the youth is moving into a stable environment and to provide successful integration into the youth's new community.

Allowable components include initial evaluation, youth supervision and follow-up reports. Monthly Reports should be billed under Monthly Reports and Discharge Summary should be billed on for completing an aftercare discharge.

Com Service Log

This service is to document what clients attended a community service event but do not have an intake and/or open file with YBI.

This is a DYS service only

Com Service Note

This service is only for documenting a specific client's community service work.

This is a DYS service only

Electronic Monitoring

Electronic monitoring (EM) is a program which monitor's a juvenile's presence in a particular location in order to enable the juvenile to remain in the home or return to the home, thus preventing institutionalization or detention.

EM is offered as a last resort to prevent sending a youth to detention. It must be ordered by the Court and must have the full cooperation of the Judge to be successful. The service is available seven days a week and may be performed at any hour of the day or night, depending on the situation and the individual. The goal of this service is to prevent the youth from re-offending by constantly monitoring their activities with an electronic ankle bracelet in the least restrictive environment possible. EM is limited to delinquent youth age 10-18 and 10-21 for aftercare clients.

Allowable components include actual time spent by the youth on the monitor.

This is a DYS service only

Miscellaneous Services

Administration/Training

Generally speaking all staff are expected to complete administrative tasks and events such as attending meetings, training, orientation, etc. Occasionally however there may be a special project or activity which direct service staff may receive productivity for completing. In ALL cases this must have received prior approval from the HR/Operations Director.

Classroom Aide (changed from ALE)

Agreement between a school and Youth Bridge to provide a staff to be available for a certain part of the day every day in an ALE setting. This service can also be used if a staff has been assigned to a classroom to provide additional support. This service would only be for the Hunt ALE, RISE, Journey Classroom and the TDT. This can only be billed if approved by the CEO. Billing is submitted daily only documenting time actually spent in the classroom that was not billable to any other service.

Standard Allotted Time: 1 hour unit

Daily Max: 6 hours

Place of Service: Building Bridges, Hunt ALE, Journey Classroom and RISE

Clinical Supervision

Supervision that is given to an assigned Intern or MHP for Intern and/or Licensure Supervision. Prior written approval must be obtained before this service can be submitted. The written approval must include what type of supervision is being provided, for whom and for how long do you expect the supervision to occur. This request must be sent to the CEO for approval before supervision begins. This service will require CEO approval for payment of service.

Counseling Contract Casework

This service is specific to the Counseling Grant. This service can be provided when assisting a family in acquiring Medicaid Funding. Services provided are meeting with the family, explaining why signing up for insurance is important, actual completion of the application, phone calls made on behalf of the client with DHS to assist in applying for Medicaid. This service can only be billed if the client/family does not have Private Insurance, Medicare or Medicaid. This service is available in Washington, Marion, Benton, Carroll, Baxter, Marion and Newton.

Standard Allotted Time: 15 minute unit

Counseling Contract Travel

This services if for the Counseling Contract only and will be used to document the amount of miles traveled that can be billed to the Counseling contract **NOT** the amount of time spent traveling. Example: You drove 41 miles. You will put the time in Credible to show 41 – 8:00 to 8:41. This denotes 41 miles **NOT** 41 minutes.

Court Testimony

This service covers professional service rendered by MHP staff for the benefit of the legal system. This includes court testimony and/or depositions. In all cases the YB staff person should first attempt to provide written client report in lieu of testimony.

Allowable components include actual time spent providing the service. Charges for testimony/deposition begin when YB staff leaves their designated office and ends when YB staff returns to their designated office. The maximum time allowed is 2 hrs per day. Must have prior approval from the Director of Clinical Services before Court Testimony is given and the services is eligible to be billed.

Court Liaison – (would replace casework court)

This service covers when Youth Bridge staff is assigned to spend a day in court working as a liaison for the judge and/or court staff. Providing Support for the YBI clients and parents.

For each unit billed to Court Liaison another unit must be billed to Medicaid and/or DYS for contact with family/child using the service codes for Intervention and/or Collateral

Court Reports

This service is to be used for completing a report to be sent to the referral source.

Standard Time Allotted: 15 minutes (1 unit)

Activities included in this service are reviewing, writing, emailing, scanning and/or uploading the document into an Email, Credible, etc.

CPR (Client Performance Record)

This service is only used to document information on the Client Performance Record Form.
This is a non-billable service

Drug Screening

Utilized only for juveniles ages 10-17 for youth receiving Substance Abuse Services, juveniles ages 10 - 21 receiving aftercare services that, as a violation of the aftercare plan, are suspected to be using illegal substances.

Allowable components include: time spent preparing paperwork related to initiation of services and time spent collecting the urine sample.

Time allotted: 15 minutes

Drug Screen Results (new service)

Reviewing and downloading of Drug Screen Report.

Time allotted: 15 minutes

Group Guide

This service is provided by certified QBHP degreed and/or non-degreed or licensed professional. Service intended to supervise the client from their classroom setting to and /or from group counseling.

Standard Allotted Time: 15 minute unit - 2 units max per group

Place of Service: Public School Setting only

Group Presentations

A variety of group activities and services for children and/or adults (non-clients) designed to provide educational programs or group activities for their own use or to empower them to deliver the information to other groups. (adult or youth). Must have written prior approval by CEO before this service can be submitted for payment.

Allowable components include: prevention and/or education presentations to community groups, civic clubs, etc. (actual presentation time only). Preparation time is not included.

Incident Reports

This service is for documenting in a client's an reportable incident.

This is a non-billable service.

Language Interpretation (New Service needs to be added to Credible)

Actual time spent providing language interpretation services to YB clients or on behalf of clients to family members or collateral contacts.

**These services qualify as billable as long as all YB documentation requirements are met.*

Life Coaching

This is a services that is available to adults only in the Mt. Home Area. This is a For Fee Services. Life Coaching is more of a supportive program and not a Counseling Service.

Standard Allotted Time: 15 minute unit

Maximum Time: 1 hour/4 units per day

Satisfaction Survey

This service includes is to document a client's and/or parents satisfaction survey information. This is a non-billable service.

Substitute Educator

This service provided by certified QBHP Degreed/non Degreed for intention of delivering education, assignments, classroom supervision pre-determined by qualified licensed educator in

advance and during teaching professional's absence leaving classroom adult-to-student ratio outside the regular appointed ratio limits.

Standard Allotted Time: 1 hour unit
Daily Max: 6 hours
Place of Service: Building Bridges Program only

Street Outreach Contact

This is specific to the Street Outreach Grant only. This service encompasses contacts, phone calls, emails, meetings, etc with or on behalf of the Street Outreach Client.

Standard Allotted Time: 15 minute unit
No Maximum Time

Street Outreach Assessment

Time taken to complete the assessment with the Street Outreach Client. The assessment form is to be uploaded into this service.

Standard Allotted Time: 15 minute unit
Maximum time: 30 minutes/2 units

Street Outreach Transportation

Time spent providing transportation services to Street Outreach Clients.

Standard Allotted Time: 15 minute unit
No Maximum Time

Street Outreach Pack

This service is to be used to document what clients received a Pack.

Standard Allotted Time: 1 event

Street Outreach Referral

This service is to be used when meeting with community partners to identify potential referrals.

Standard Allotted Time: 15 minute units
Max allowable: 2 units per day (per location)????

Doctor's Appointments

This is a residential service only. This service is to document the time spent by the employee attending doctor's appointments with their clients. Time starts when leaving the facility/school with the client and time ends when you have returned the client back to the facility/school.

Standard Allotted Time: 15 minute units

Max allowable: 2 hours per day?? Per client??

School Enrollment

This is a residential shelter service only. This service is to document the time spent by the employee at difference schools completing enrollment paperwork, getting locker's, chromebooks, etc. This service can be billed while completing enrollment paperwork in the office as well transporting the client to the school. If transporting a client to the school for enrollment. Time starts when leaving the facility/school with the client and time ends when you have returned the client back to the facility/school.

Standard Allotted Time: 15 minute units

Max allowable: 2 hours per day?? Per client??

Treatment Team

This is a residential service only. This service is to document the time spent by the employee in Treatment Team Meetings.

Standard Allotted Time: 15 minute units

Max allowable: 1 hour per week

Title 1 Reporting Service

This is a residential service only. This service is to document the time spent by the employee gathering and entering data for Title 1.

Standard Allotted Time: 15 minute units

Max allowable: 3 hour per week



Service Delivery Policy and Procedure

SD - 331

Effective: December 2017

Revised:

Revised:

Approved:

Subject: Admission/Discharge/Continuing Stay-OP

This Policy and Procedure has been developed to establish YB procedures for the Admission/Discharge/Continuing stay of all clients provided services (refer to Program Descriptions for specific criteria).

This Policy and Procedure will be briefed to all present and future employees. File in the Policies and Procedures Folder located on the Google Drive, in Index Number sequence.

Procedure:

Referrals for initial screening and assessment for YB treatment programs may be accepted from any source without regard to race, gender, religion, physical disability or culture. A legal guardian or custodian, with appropriate proof of guardianship and/or custody rights as necessary, must accompany all clients under age 18. Clients and their legal guardians, as well as family members and significant others (when appropriate), are encouraged and expected to participate in all aspects of service delivery, from referral to discharge. YB retains the right to determine those referrals that are appropriate for YB services according to our mission and goals, Level of Care Criteria, contractual obligations, and resource availability.

Referrals for admission to YB court sanctioned services may only be accepted from the juvenile court staff and should be accompanied by a court order. A YB Referral Form (YB-026) signed by the judge can also be accepted. A "verbal" order by the judge directly to a YB staff person may also be accepted when the order is documented in the court transcript. A signed order should, however, still be requested for the client's file.

Appointments are classified according to level of need as follows:

- *Routine*—not classified as emergency or urgent but necessary to treat a diagnosed mental and/or emotional condition.
- *Urgent*— required to provide a diagnosis and treatment of a mental and/or emotional condition, of recent onset, that is not considered to be life threatening to the client but is of sufficient severity to necessitate prompt intervention. Children in current DCFS/DYS custody and children with current symptoms of substance abuse addiction are also urgent referrals.
- *Emergency, life threatening* – suicidal, homicidal, or gravely disabled.

INITIAL SCREENING

Initial screening attempt occurs within one business day of the date the court order and/or written referral is received and must include confirmation to the referral source if the client does not meet eligibility requirements for services. All clients will be screened to determine if the service being requested is appropriate and/or available. This information can be obtained from the YB referral form (YB -26). **(MHSU 2.01a)**

Clients who may not meet eligibility requirements or who cannot be seen in a timely manner may be referred to an appropriate provider from the YB Resource Directory.

SCHEDULING REQUIREMENTS FOR INTAKE ASSESSMENTS

All ***routine*** appointments for services must be scheduled for an assessment and/or intake no later than 30 calendar days following initial screening, or according to the specific performance indicator for the service, whichever is more stringent. At times, the number of referrals may exceed the capacity of the office to meet the 30-day requirement. In those circumstances, notification is sent to the referral source and the client advising them of the situation and that the client has been placed upon a waiting list and a referral to other resources can be made if requested.

Urgent appointments must be scheduled within 5 business days of referral.

Life threatening emergencies must be scheduled immediately upon notice of the situation.

Clients will be scheduled to accommodate their preferences when possible. However, clients will also be expected to accept available appointment times in order to meet the above timetables. Staff must document all circumstances where clients refuse an available appointment time within the required timelines or any other circumstance that prohibits meeting the above timelines.

Routine appointments may need to be rescheduled to accommodate urgent or emergency appointments or staff may need to work past regular office hours.

Under no circumstances will anyone be provided services (including assessment) without being entered into Credible. Should an emergency arise (life and death situation where a person is likely to harm him/herself or others) staff will take the action necessary to bring the situation under control. Necessary forms will be completed as soon as is practical after services have been initiated.

Each YB program/service may have its own specific forms and requirements for the case record. A "record checklist" for each YB program/service is available in the Forms Manual. All items on this record checklist must be completed and placed in the client file prior to admission into the program or service. **(MHSU 2.01b)**

ASSESSMENT

Clinical Services

A qualified mental health professional will initiate services and perform an assessment of clients referred for clinical services. The assessment will occur during the client's initial appointment. Assessments must meet all requirements as specified in the performance indicators for the service. The assessment process will verify that the client meets all admission criteria for the specific service(s) or program(s) to which the client is referred.

For clients referred for mental health and/or substance abuse treatment services, mental health professionals will complete a comprehensive bio-psychosocial assessment (YB-146). The client (or the client's guardian, if client is a minor) will complete the demographic and self-assessment portion. The client served and/or his/her legal guardian will serve as the primary source of information about the client and his/her need for services. Collateral information from the referral source and other treatment/service providers may also be utilized, and will be documented as such.

All assessments will include a documented interview with the client and family to obtain needed information to diagnose mental health and/or substance abuse disorders, to identify functional impairments and assess for severe emotional disturbance, and to assess for appropriateness of services and level of care. After obtaining the basic required information in the assessment process, additional information may be requested based upon the individual client's history, status or program/service referral.

Psychiatric consultation will be required on all Medicaid clients. In addition any client 19 and under with a severe emotional disturbance (SED) may also receive psychiatric consultation at the discretion of the mental health professional. Clients over age 19 in need of medical evaluation will be referred to another mental health provider organization (unless otherwise approved by the Clinical Director).

During this consultation the psychiatrist will approve the diagnosis and determine whether the client requires a psychiatric evaluation for medication or a physical examination. The psychiatric consultation should occur as soon as possible but no later than 20 calendar days following the functional assessment. In addition, the psychiatrist must see all clients who are eligible for a RSPMI restricted service within 45 days of enrollment, as well as review and approve the RSPMI Master Treatment Plan (MTP). The psychiatrist will review and approve changes in the MTP every 90 days thereafter.

The clinical treatment team will determine if any services may begin prior to the face-to-face evaluation. However, services may be discontinued if the client does not receive the required initial psychiatric evaluation to complete the assessment process [see Discontinued Services below].

In addition to psychosocial assessments, additional testing and assessment may be required to assist in diagnosis determination and/or treatment planning. Formal assessment instruments, such as tests and inventories, are utilized in accordance with

nationally accepted standards and administered by qualified personnel according to their licensure and certification. Whenever possible, referrals are made to the public schools for assessment of intellectual functioning and psycho-educational assessments. Vocational assessments are referred to vocational counselors. Assessment instruments that require administration by professionals with licensure or certification not held by YB employees are provided by outside qualified consultants on an as-needed basis. Clients with special needs, as assessed by mental health professionals, that cannot be appropriately met by YB programs are referred to other appropriate service providers.

Assessments are completed in a timely basis to meet the individual program, contractual, and reimbursement requirements, as outlined in performance indicators. If an extended period of time is required to complete the assessment, the explanation for the extension is documented in the case record.

Juvenile Justice Services

Most court-ordered Juvenile Justice services (e.g. electronic monitoring, mentoring, shelter, community service and aftercare) would only require an initial screening and simple case plan to initiate services. Paraprofessional staff can perform these activities. Since Juvenile Justice services do not require a psychosocial assessment, they can be immediately admitted by a mental health paraprofessional or caseworker in compliance with program performance indicators. These indicators specify the necessary procedures to be followed. Juvenile Justice admissions, are, however subject to case supervision and peer review.

Journey House

Shelter

TDT

ASP/Summer

PEP

LEVEL OF CARE

All clients are assessed for appropriateness for services to which they are referred. YB staff recommend the most appropriate, least restrictive, and least intrusive service(s) that will best meet the client's needs. For clients in clinical programs, Level of Care criteria have been developed for each program and level of care. The clinical treatment team utilize the criteria to determine a client's placement in a continuum of care. Every 90 days, as a part of the treatment plan update, and at other times of change or status in treatment, the level of care for the client's treatment is re-assessed.

TREATMENT/DISCHARGE PLANNING AND CASE PLANNING

Treatment/Discharge Planning and Case Planning begin with the assessment and continues until discharge and follow-up/aftercare. Treatment/Discharge Planning and Case Planning is performed by the mental health professional and/or paraprofessional and/or Juvenile Justice caseworker, depending upon the service provided and based on the performance indicators of the service.

Treatment/discharge planning and case planning also occurs during supervision and during periodic reviews and updates of treatment/case plans. Periodic reviews and updates are required every 90 days at a minimum and more frequently depending upon re-assessment of the client's status (such as admission to or discharge from a more restrictive level of care or service) and the individual service performance indicators as required by specific programs.

Clients and their legal guardians are expected and encouraged to participate in clinical treatment planning, including treatment plan updates, as well as Juvenile Justice case planning and updates.

Clinical Services

An Initial Service and Treatment Plan (YB-149) is developed during the clinical assessment. The Plan addresses immediate service needs of the client and family, as well as provides information regarding services to follow the initial intake assessment. A copy is provided to the client prior to the client's leaving the office from the first assessment appointment.

A comprehensive Master Treatment Plan (YB - 150) is subsequently developed, involving the client and guardian, the clinical treatment team, and/or clinical supervision and/or psychiatric consultation. Treatment Plan goals, objectives, interventions, and initial discharge plans are based upon the results of the assessment process and are finalized during Admission [see Admission below].

Juvenile Justice Services

For Juvenile Justice services, the case plan is normally developed immediately upon initiation of services but is subject to case plan review during supervision.

ADMISSION

Admission for clinical services occurs following the completed assessment protocol and after review by the clinical supervisor as required in SD-2 Clinical Supervision. Admission of non-clinical services may occur immediately upon initiation of services. All clients must meet the specific admission criteria for the service(s) being provided. During admission all clients and their family/parent/guardian are oriented to the specific YB program and its policies and procedures.

Date of admission is the first scheduled appointment following completed assessment and assignment of the case. Admission appointments must also meet scheduling priorities stated above.

DISCHARGE

Discharge planning begins at assessment. A discharge plan is developed as a part of the Master Treatment Plan. The discharge process begins when a client nears a point at which he/she no longer requires, can benefit from or desires services provided by YB. This may also occur as a result of the client's/parent's refusal to meet program requirements, the client being unavailable because of institutional or other care or they no longer meet eligibility criteria. The decision to begin discharge may be arrived at by the staffing team and/or the client.

The Clinical Director or designee should review unplanned discharges, such as might occur due to emergencies or funding issues. The client/parent who is being involuntarily discharged will be provided with a written reason for such within five working days of the date the service was terminated. In addition, the discharge summary of any client who is discharged due to funding issues should be forwarded to the QI Department who will review these circumstances at least annually.

Abrupt Discharge: In the event of an "abrupt discharge" for disruptive behavior, sexual misconduct, threats, drug use, etc, it is important to ensure the safety and welfare of other clients and staff during the discharge. Documentation for such abrupt discharges shall include:

- Reason for discharge
- Staff present at time of discharge
- All actions taken by YB to remedy the situation and avoid the discharge
- Notification of persons on emergency contact list
- Signed statement that personal property and medications have been returned to client upon discharge
- The transportation arrangement assistance offered, available and the method ultimately taken

Discontinued Services

All clients who fail to complete their psychiatric evaluation (or who fail to comply with the 6 month PCP renewal) will be terminated from the YB mental health program for failure to follow prescribed treatment protocol. The client file must clearly indicate that the client "discontinued services" and their reason for doing so.

Clients who discontinue mental health services (by missing a psychiatric evaluation or PCP renewal) must be terminated from the system no later than 30 days following the last service activity. Generally, services will be suspended during this period until such

compliance has occurred or until termination. Clients who subsequently request to be readmitted (following a discontinuation) will be "put at the end of the YB waiting list" for intake (except in an emergency/urgent situation). All clients will receive a new assessment during their readmission intake.

If YB staff must reschedule a client in another office (with less than 48 hrs notice) then it is our obligation to assure the client's transportation needs are met. This may include offering to drive the client to their appointment.

Clients who cannot be scheduled at any YB office within the 45 days may be authorized to continue services if there are extenuating circumstances. In such cases, a written request (via email) to approve the continuation of their services must be immediately forwarded to the Director of Operations (prior to the 45 day deadline). This request must contain a clear explanation/justification with any extenuating reasons for keeping the case opened. If approved, these clients may be kept active (with suspended therapy services) until they see the psychiatrist. The Director of Clinical Services will also review and approve any DENIED requests to assure there are no extenuating clinical considerations.

All clients and our referral sources must clearly understand the necessity of making ALL mental health appointments for effective treatment and for proper payment for their services. They must also understand that services will be discontinued if the client fails to make appointments and that these clients will be put at the end of the waiting list for future admissions. Generally speaking, the agency should always strive to schedule these appointments early enough so a second opportunity is available if a client misses the first appointment. Written requests for continuing services due to missed appointments should be a rare exception.

All clients who fail to complete their psychiatric evaluation within 45 days of intake (regardless of reimbursement source) will be terminated from the YB mental health program for failure to follow prescribed treatment. The client file must clearly indicate that the client "discontinued services" and their reason for doing so.

Clients who discontinue mental health services (by missing a psychiatric evaluation) must be terminated from the system within 5 days following the missed evaluation or within 45 days of the intake whichever occurs last. Clients who subsequently request to be readmitted (following a discontinuation) will be "put at the end of the YB waiting list" for intake (except in an emergency/urgent situation). All clients will receive a new assessment during their readmission intake.

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CONTINUITY OF CARE

If during the course of service a client's benefits or third party payment is denied, YB will adhere to our ethical and professional responsibilities by making every effort to continue to provide services as long as the client continues to meet the YB Level of Care Criteria defined in the Program Description. In such cases, YB will access any unobligated funds for payment of services or assume responsibility for payment on behalf of the client. The President/CEO must approve the continuity of care in such instances.

FOLLOW-UP/AFTERCARE

All discharge planning (using appropriate YB forms for the specific service) should include appropriate aftercare arrangements when necessary and an assertive method to follow-up with client/guardian to assure aftercare arrangements have been met. All follow-up/aftercare plans (YB 143) should be documented and reflect the client/guardian was involved in the development of the plan and was informed of the final plan.



Service Delivery Policy and Procedure

SD – 383

Effective: May 2008

Revised: March 2015

Revised: October 2015

Approved: January 2016

Subject: Screening/Assessment

Policy: Youth Bridge screens youth to identify immediate needs and concerns, and conducts assessments that identify risks, needs, and strengths and are the basis for service planning and delivery.

Procedures:

1. An assessment of the youth will be conducted and reviewed before admittance to the Youth Bridge Residential Treatment Facility (RTF). Youth Bridge has a systematic screening practice to facilitate the identification of urgent risks and needs related to health and mental health, including suicidality, substance, substance use, medication needs and emergency medical conditions through collateral records provided by the Division of Youth Services, parental reports, court staff reports, and/or therapist reports prior to entry and when available. Youth assessed to be in need of urgent/immediate medical care, suicidal, homicidal and/or detoxing will not be admitted to the RTF Program. Youth who are referred for residential substance abuse treatment will be reviewed for least restrictive service environment. Youth Bridge will complete a Mental Health Diagnostic Assessment, Substance Abuse Assessment to include the Substance Abuse Subtle Screening Inventory Adolescents 2, and the JARR. These assessments are standardized assessments to address the risk, needs and strengths related to:

Health;
Mental Health;
Substance Abuse;
Education;
Vocation;
Social Skills and Behavior; and
Family Functioning and Family Dynamics

2. When initial screenings reveal urgent risks and needs, Youth Bridge promptly provides or arranges for specialized assessments through Youth Bridge

Psychiatric Outpatient Clinic or other appropriate provider to evaluate those issues.

3. Youth Bridge substance abuse counselors are qualified by relevant training (Counselor in Training (CIT), Certified Alcohol Drug Counselor (CADC), Licensed Associate Alcohol Drug Counselor (LADAC) to conduct the SASSI and JARR assessments to recognize youth with special needs.
4. Youth Bridge Mental Health Professional (MHP) are qualified by relevant training, education and Licensure through the State of Arkansas Counseling Board, State of Arkansas Social Work Board and/or the State of Arkansas Marriage and Family Therapy Board. The MHP will conduct the Diagnostic Assessment and incorporate this information into a Treatment Plan.
5. The Diagnostic Assessment, SASSI is responsive to age, developmental level, gender, language, race, ethnicity, religion, sexual orientation, and trauma history and is available in English and Spanish.
6. Youth Bridge completes assessments within specified timeframes. The Diagnostic Assessment is completed within seven (7) days of admission along with the SASSI is completed within 72 hours of admission and the Master Service Plan is completed within seven (7) days of the Diagnostic Assessment, and the Initial Service Plan is completed within twenty-four hours of admission.



Service Delivery Policy and Procedure

SD - 415

Effective: July, 2012

Revised: July 2016

Revised: September 2018

Revised:

Subject: Client Health Care Services

Policy: Youth Bridge Inc. strives to meet the needs of each client; whether client is entering Journey (Substance Abuse Treatment) or Children's Campus (Shelter/ Group Living). This includes ensuring the physical well-being of client to include Well child exams and education on Healthy living and access to services.

Procedures:

1. Clients that are in DCFS/Foster care are admitted with Health packets (medical passports) provided by DCFS.
2. Clients entering Journey house from Division of Youth Services are not admitted until UAMS evaluation is completed – this includes physical health and dental examination by a Qualified medical practitioner
3. Clients entering services not from DCFS or DYS (local Court referrals) that have not had a yearly Well Child check and dental exam, parents will be requested via case manager to schedule and attend Well Child Check and dental exam.
4. Guardians will be asked for current immunization records.
5. Medical needs can also be identified throughout the behavioral health assessment to include
 - a. Possible family history
 - b. Medication history, including past operations or procedures, vaccinations and possible conditions
 - c. Substance use or family history if use
 - d. Known allergies
6. Any needs identified either in Intake, assessment or throughout the clients stay will be referred to Clients primary Care team, if client does not have a primary care physician Youth Bridge will utilize local general practitioner.
7. Youth Development Specialist will model and instruct on Healthy living while in direct contact with Clients:
 - a. Engage and instruct in outdoor Structured recreation to include stretching before and after activity
 - b. Proper hydration
 - c. Preparing and instructing on preparing healthy meals

- d. Independent living skills (diet, exercise, proper hygiene, etc.)
- 8. Case Managers, Therapist and other treatment team members can also assist families in how to access proper medical care (applying for Medicaid, health insurance, accessing local health department, food stamps, WIC etc.)
- 9. Youth Bridge has a Nurse on call 24/7 to advise on Medical concerns, emergency medical needs will be sent to Local emergency room or urgent care facility.
- 10. Clients receive education during Health class in programs, during education and process groups and independent study. The topics are not limited but include
 - a. Sexually transmitted diseases (prevention and treatment)
 - b. Adolescent development
 - c. Parenting responsibly
 - d. HIV/AIDS preventions
 - e. Relationships – healthy and how to identify unhealthy or abusive relationships
 - f. Nutrition and exercise
 - g. All other topics required by child care licenses, DBHS and others
- 11. Specialized services: Clients who have a high level of care requirement do not meet criteria for admission (See admission criteria) however clients that may be within 1st trimester will have coordinated care to assist with needs and education (Doctor appointments, parenting, WIC etc., prenatal care, Medicaid access, effects of substance use on fetus, what to expect during pregnancy, breastfeeding)

Budget FYE 2018-2019

	Proposed Budget 2018-2019
304 Subcontractor Revenue	90,000.00
305 Government Grants & Contracts Revenues	3,340,000.00
306 Medicaid Billing	4,184,000.00
307 Private Insurance Billing	192,000.00
309 Self Pay. Co-Pay Payments	40,000.00
315 School Funding	125,000.00
320 Fund Raising Revenue	25,000.00
325 In Kind Donations	70,000.00
345 United Way Contributions	2,500.00
350 Contributions	25,000.00
352 USDA Food Funding	32,600.00
355 Special Contributions	
360 Other Income	4,000.00
365 Investment Income	3,000.00
367 Disposal of Fixed Assets - Gain (Loss)	-
Total Revenue:	8,133,100.00

	Proposed Budget 2018-2019
406 Salary-Admin	250,000.00
407 Salary-Clinical	2,640,000.00
408 Salary-Residential	880,000.00
409 Salary-Support	1,000,000.00
410 Salary-Maintenance/IT	50,000.00
411 Salary-Development	80,000.00

412 Salary- IT	50,000.00
430 HSA Employer Contributions	35,000.00
432 Employer Assistance Program	1,500.00
435 Health Insurance	375,000.00
436 Vision Insurance	
437 Dental Insurance	27,600.00
438 Supplemental Insurance	
439 Employer Paid Life, AD&D, LTD	50,000.00
440 401K Employer Contribution	125,000.00
445 Worker's Comp	55,000.00
455 Ark Unemployment	
465 FICA	355,000.00

Total Salaries/Benefits Expense:

5,974,100.00

**Proposed Budget
2018-2019**

505 Office Supplies	20,000.00
507 Training Materials	600.00
508 IT Supplies	30,000.00
510 Legal fees	20,000.00
512 Professional Fees	125,000.00
513 Electronic Medical Records	90,000.00
514 PreEmployment Expense	10,000.00
520 Bank Charge & Interest Expense	13,000.00
525 Janitorial	32,000.00
526 Pest Control	3,200.00
530 Contract Labor Clerical	30,000.00
531 Contract Labor Clinical	250,000.00
535 Dues & Memberships	8,000.00
540 Postage & Freight	3,700.00
550 Telephone	65,000.00
551 Internet Expense	18,000.00

552 Television Expense	3,000.00
553 Cellular Phone Expense	54,000.00
555 Utilities	62,000.00
560 Alarm System	12,000.00
575 Insurance	115,000.00
580 Conf & Registr	5,000.00
585 Employee Travel	75,000.00
590 Stationary& Printing	4,000.00
592 Fundraising Expense	
595 Advertising HR	15,000.00
596 Advertising Fund Raising	5,000.00
597 EmployeeRecognitn	15,000.00
598 Tuition Reimbursement	2,000.00

Total Operating Expenses:

1,085,500.00

	Proposed Budget 2018-2019
605 Building Lease	515,000.00
610 Building Repair & Maintenance	50,000.00
615 Equipment Lease	52,000.00
620 Equipment Maintenance	1,000.00
625 Vehicle Lease	50,000.00
630 Vehicle Repair & Maintenance	6,000.00
635 Vehicle Operation	5,500.00
636 Vehicle Operation- Fuel	25,000.00
Total Building & Equipment Expenses:	704,500.00

	Proposed Budget 2018-2019
710 Client Support	5,000.00
720 Prog Equip&Supls	75,000.00
725 Activities	11,000.00
735 Education Expense	
745 Household	11,000.00
750 Furnishings	4,000.00
755 Food	65,000.00
760 Client Travel	1,300.00
765 Medical	750.00
770 Clothing	5,000.00
Total Program Expenses:	178,050.00

	Proposed Budget 2018-2019
805 JDC Expense	

820 Depreciation:	75,000.00
830 In Kind Expenses	80,000.00
899 Bad Debt Expense	10,000.00

Total Miscellaneous Expenses:	165,000.00
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Total Expenses:	8,107,150.00
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Net Income from Operations:	25,950.00
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List of Personnel for Child Placement:

Administrator: Darryl Rhoda – CEO of Youth Bridge Inc – Master of Public Administration

Social Services Director: Kathy Lott – Master of Business Administration

Case Worker: Shameka Daniels – Bachelor of Arts – Major – criminal Justice



University of Arkansas at Pine Bluff
 001086 FICE Code
 1200 North University Drive
 Pine Bluff, AR 71601

ACADEMIC TRANSCRIPT

Page 1 of 1

Record of: **MS SHAMKICA L. MEREDITH**
 409 JORDAN STREET
 MARIANNA, AR 72360

Birthdate
 06 Jul 1983

ID Number: 430-59-3486

Student Class Level:
 Academic Program or Major:

Course	Credits	Grade	Grade Points	Credits	Grade	Grade Points
FALL SEMESTER 2002 (08/27/2001 to 12/14/2001)						
BASIS100	3.00	A	8.00			
EDUC100	3.00	A	12.00			
PHYS100	1.00	A	4.00			
ENGL100	3.00	A	12.00			
MATH100	3.00	A	12.00			
ASDS120	2.00	C	4.00			
Term GPA 3.114 Credit 14.00 Cum GPA 3.114 Credit 14.00						
SPRING SEMESTER 2002 (01/14/2002 to 05/10/2002)						
ENGL100	3.00	B	9.00			
ENG COMPOSITION I	3.00	C	6.00			
HUMANITIES	1.00	A	4.00			
COED BASKETBALL AND SOFTBALL	1.00	B	6.00			
PERSONAL HEALTH AND SAFETY	1.00	C	3.00			
CAREER PLANNING	3.00	A	12.00			
COLLEGE ALGEBRA	2.00	A	8.00			
TABLE READING	2.00	A	8.00			
Term GPA 3.193 Credit 18.00 Cum GPA 3.300 Credit 30.00						
FALL SEMESTER 2002 (08/26/2002 to 12/13/2002)						
COED FLAG FOOTBALL/VOLLEYBALL	1.00	A	4.00			
ORAL COMMUNICATIONS	3.00	B	9.00			
MUSIC HISTORY APPRECIATION	3.00	B	9.00			
U.S. HISTORY SINCE 1877	3.00	B	9.00			
BIOLOGICAL SCIENCE	4.00	C	8.00			
ENG COMPOSITION II	3.00	A	12.00			
Term GPA 3.173 Credit 17.00 Cum GPA 3.333 Credit 47.00						
SPRING SEMESTER 2003 (01/07/2003 to 05/10/2003)						
GENERAL PSYCHOLOGY	3.00	C	6.00			
AMERICAN GOVERNMENT	3.00	B	9.00			
PHYSICAL SCIENCE	4.00	A	16.00			
HEALTH EDUCATION	2.00	A	8.00			
HUMAN GROWTH & DEVELOPMENT	3.00	B	9.00			
Term GPA 3.200 Credit 15.00 Cum GPA 3.350 Credit 62.00						
FALL SEMESTER 2003 (08/25/2003 to 12/22/2003)						
INTRO TO SOC SCI	3.00	A	12.00			
INTRO TO CORRECTIONS	3.00	A	12.00			
INTRO TO CRIMINAL JUSTICE	3.00	A	12.00			
PROBATION AND PAROLE	3.00	A	12.00			
CRIMINOLOGY	3.00	A	12.00			
INTRO TO CRIMINAL JUSTICE	3.00	A	12.00			
Term GPA 4.000 Credit 18.00 Cum GPA 3.450 Credit 80.00						
SPRING SEMESTER 2004 (01/10/2004 to 05/06/2004)						
JUDICIAL PROCESS	3.00	C	6.00			
POLICE COMMUNITY RELATIONS	3.00	B	9.00			
SEMINAR IN CRIMINAL JUSTICE	3.00	A	12.00			
CRIMINAL JUSTICE INTERNSHIP	2.00	A	8.00			
CRIM6350	3.00	B	9.00			
Term GPA 3.600 Credit 15.00 Cum GPA 3.514 Credit 95.00						
FALL SEMESTER 2004 (08/23/2004 to 12/10/2004)						
RACE & ETHNIC RELATIONS	3.00	A	12.00			
INTRO TO RESEARCH	3.00	B	9.00			
INTRO TO ANTHROPOLOGY	3.00	B	9.00			
CRIMINAL PROCEDURE	3.00	A	12.00			
ENERGY IN AMERICA	3.00	A	12.00			
INTRO TO SOCIOLOGY	3.00	B	9.00			
Term GPA 3.500 Credit 18.00 Cum GPA 3.504 Credit 113.00						
SPRING SEMESTER 2005 (01/10/2005 to 05/06/2005)						
JUDICIAL PROCESS	3.00	C	6.00			
POLICE COMMUNITY RELATIONS	3.00	B	9.00			
SEMINAR IN CRIMINAL JUSTICE	3.00	A	12.00			
CRIMINAL JUSTICE INTERNSHIP	2.00	A	8.00			
CRIM6350	3.00	B	9.00			
Term GPA 3.600 Credit 15.00 Cum GPA 3.514 Credit 128.00						

Degree Received: **BACHELOR OF ARTS**
 Date Conferred: 05/14/2005
 Majors: **CRIMINAL JUSTICE**
 Honors: **MAGNA CUM LAUDE**

End of Official Record

UNIVERSITY OF PHOENIX

Upon the recommendation of the Faculty,
University of Phoenix does hereby confer upon

Rathy Lott

the degree of

Master of Business Administration

with all the rights, honors and privileges therunto appertaining.

In witness whereof, the seal of the University and the signatures as authorized
by the Board of Directors, University of Phoenix, are herunto affixed,
this thirtieth day of November, in the year two thousand seven.

Ann D. Sperry
Superman, Board of Directors



W. S. Reynolds
President

University of Arkansas at Little Rock

The Board of Trustees
of the University of Arkansas
has conferred upon

DARRYL W. RHODA

the degree of

MASTER OF PUBLIC ADMINISTRATION

with all the rights, privileges, and
responsibilities of that degree.

MAY 14, 1966

Franklin D. R.
Chairman of the Board

Ray H. ...
Trustee

James H. ...
Trustee

1

NAME Rhoda, Darryl Wayne
 STUDENT NUMBER 000097723 BIRTH 07/26/61

U.A.L.R.
 UNIVERSITY OF ARKANSAS AT LITTLE ROCK
 LITTLE ROCK, ARKANSAS 72204

COURSE	GRADE	CREDIT HOURS	QUALITY POINTS	COURSE	TITLE	GRADE	CREDIT HOURS	QUALITY POINTS
DEGREE (S) DATE(S) HONORS								
MPA 08/18/86								
MAJ: PUB ADM-MPA								

UNIT OF CENTRAL ARKANSAS 1979-83
 DEGREE CONFERRED: BS DATE 08/83

TOTAL CREDITS ACCEPTED IN TRANSFER 124

SPRING 1984

ADMITTED TO GRADUATE SCHOOL:

COURSE	GRADE	CREDIT HOURS	QUALITY POINTS
POLS 5310 SEM AM NATL GOVT	A	3	12.00
POLS 7303 ADM ORG BEHAVIOR	A	3	12.00
POLS 7323 PUBLIC FIN ADMIN	A	3	12.00
CUM. AVG- 1984		9	36.00
POLS 7313 MATHE IN PUB ADM	B	3	9.00
POLS 7331 PROCS IN PUB ADM	B	3	9.00
POLS 7353 SEM INRCOVT MGT	B	3	9.00
CUM. AVG- 1985		9	63.00
POLS 7363 PUBLIC POLICY AM	A	3	12.00
POLS 7385 SEM PUB POLICY	B	3	9.00
POLS 7395 ADMN LAW	B	3	9.00
CUM. AVG- 1985		9	93.00
POLS 5313 PUB PERSONNEL ADM	A	3	12.00
POLS 5341 SEM/COMP PUB AD	A	3	12.00
POLS 7373 SEM PUB ADMIN	A	3	12.00
CD- 1986		9	117.00
POLS 7373 SPRING 1986		3	3.545
POLS 8301 SEM PUB ADMIN	B	3	9.00
POLS 8301 INTERN I PA	A	3	12.00
CUM. AVG- 1986		9	3.538

** END OF DATA PRIOR TO SPRING 1991 **

Darryl Wayne
 ASSISTANT DIRECTOR/RECORDS

STUDENT IS IN GOOD STANDING UNLESS OTHERWISE INDICATED.
 EXPLANATION OF RECORD IS PRINTED ON REVERSE SIDE.
 OFFICIAL ONLY IF SIGNED AND IMPRESSED WITH THE UNIVERSITY OF LITTLE ROCK SEAL
 FEDERAL LAW PROHIBITS ACCESS TO THIS RECORD BY ANY PARTY WITHOUT WRITTEN
 CONSENT OF THE STUDENT

Rhoda, Darryl Wayne
 3191 N. Woods Lane Rd
 Rogers, AR 72756
 PAGE 01 OF 01



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/14/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Stephens Insurance, LLC 3425 North Futtrall Drive Suite 201 Fayetteville AR 72703	CONTACT NAME: Pam Pickett PHONE (A/C, No, Ext): (479) 718-7411 FAX (A/C, No): (479) 718-7490 E-MAIL ADDRESS: pam.pickett@stephens.com																				
	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Philadelphia Insurance Company</td> <td></td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Philadelphia Insurance Company			INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
INSURER(S) AFFORDING COVERAGE		NAIC #																			
INSURER A: Philadelphia Insurance Company																					
INSURER B:																					
INSURER C:																					
INSURER D:																					
INSURER E:																					
INSURER F:																					
INSURED Youth Bridge, Inc. 2153 E. Joyce Blvd. #201 Fayetteville AR 72703																					


COVERAGES CERTIFICATE NUMBER: 18-19 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PHPK1920016	12/19/2018	12/19/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Employee Benefit Liability \$ 1,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB658430	12/19/2018	12/19/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage for insured employees including: Melanie Bailey, Kristen Beightol, Warren Roby, Justin Dillon, Holly Duck, Michael Flowers, Amy Hill, Katie Holland, Acacia Johnson, Kate Kuff, Brandon Martin, Letitia Olson, Michael Powell, Claire Reed, David Reuter, Laura Treat, Frank Wright, Vahideh Zamani, Jacob Mays DO, Vanessa Allen APRN, Connie Dyer, Jeanie Hight, Sheryl Kinsey, Kendyl Tinsley, Tracy Matlock, Jenifer Finch, Sarah Mendenhall, APRN, Cody Horn, APRN, Helen Miller

CERTIFICATE HOLDER For Information Purposes For Information Purposes For Information	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Therapeutic Foster Care Program Description

Date: March 29, 2019

Revision Date:

This Policy and Procedure has been developed to Establish Youth Bridge procedures for The Therapeutic Foster Care Program, Serving Children and Adolescents with Behavioral Health Issues.

Program Description:

Therapeutic Foster Care is an intensive/comprehensive level of care within the behavioral Health Treatment provided to clients whose needs cannot be met in their home environment or a regular Foster care setting and has been removed by an agency (such as the court or Division of Humans Services, Division of Children and Family Services). Clients will be placed in the least restrictive environment as possible unless stated in the client's record and treatment/care plan that it is not in the Child/Adolescents interest.

The Youth is placed in the safe and secure environment of a home like setting that is licensed as a therapeutic foster home, with adults who have received specialized training in several areas including but not limited to trauma informed care, adolescent development, Crisis Prevention Intervention, First Aid/CPR and sex trafficking/sexual abuse. Foster parents and treatment team will provide interventions and treatment, protections, care and nurturance to meet the individualized needs of the children in care. Care, supervision, training and services will be provided or facilitated by Youth Bridge Inc.

Youth Bridge's (YB) Background & Experience

Established in 1963, YB is a Community Based Provider that has provided residential, outpatient, and other non-residential services to Arkansas' youth and their families. YB currently provides services to over 16 counties of NWA. Approximately 300 employees provide services in the (5) clinical offices and (3) residential facilities. The clinical offices provide mental health counseling, substance abuse (SA) services, case management, aftercare, electronic monitoring and many other services. The residential programs include an Emergency Shelter, Residential SA Treatment Program. YB works in conjunction with: DYS, local juvenile judges, Youth Concerns Committees, Into the light, and many others who have recommended these and other services for the clients. Youth Bridge Inc. collaborates with Into the Light an organization that works with victims of trafficking. Other collaborators are Theater Squared a local theater troupe that teaches clients self-esteem, healthy outlets to express themselves and community connections. Appleseed's is another stake holder that provides a safe place for clients to learn how to grow and cook their own food. Over the years, In 2003, YB was awarded a

DYS contract for Residential Substance Abuse Treatment (SA Tx) and continues to provide this programming for DYS committed youth and other Youth In lieu of DYS commitment. YB began providing staff secure programming in 1996 when it began providing Emergency Shelter beds for DYS youth to transition back into their home community

Youth Bridge's Licensure and Accreditation

All YB residential programs are currently licensed with the Arkansas Child Welfare Review Board. YB is also licensed by the Office of Alcohol and Drug Abuse Prevention to provide residential and outpatient SA treatment services. YB was re-accredited by the Council on Accreditation (COA) in January 2019.

Evidenced Based and trauma informed Programming

Upon intake each client is given a trauma assessment (A.C.E Adverse Childhood Experience Assessment) to help identify triggers, coping skills, strengths and weakness, this assessment is provided to the treatment team and adjusted as trust/rapport is built and skills are developed or other triggers are identified. Direct care staff are notified of triggers and trained in trauma informed approach such as CPI (crisis Prevention), Ukeru and interventions to work with the clients.

Youth Bridge follows the six core Principles of Trauma informed care as defined by the Substance Abuse and Mental Health Services Administration (SAMHSA), to inform its work with health and behavioral healthcare systems and organizations:

1. **Safety-** For client and staff - Clients are given trauma assessments which are updated throughout treatment. Staff is certified in CPI and Reviewed yearly for recertification. Principles of Ukeru are applied in understanding trauma and the brain. Training yearly for staff or more often as needed. Clients are taught life skills, coping skills and social skills
2. **Trustworthiness and Transparency** - open discussions and processing of situations in everyday life, what happens in an emergency? Time is focused on building Rapport with clients and family, Treatment plans are designed in conjunction with family, clients, support networks and aftercare planning. Program Director and other administrative staff are directly involved with clients.
3. **Peer Support** – Peers work together and often facilitate groups, with supervision. Clients identified as having substance abuse issues are taken (voluntary basis only) to local closed NA group. Into the Light comes in a conducts a group for the programs.
4. **Collaboration and Mutuality** – Clients work with their treatment team on Individualized treatment planning and goals.

5. **Empowerment, Voice and Choice** – Clients meet with program director, treatment team and stakeholders to plan and budget outings. Work with teaching staff on education goals that are measurable and attainable.
6. **Cultural, Historical, and Gender Issues** – Groups are conducted; classes are taught on cultural, historical and all-inclusive identities. Respect and tolerance are mentored staff and treatment team. Training provided to staff on yearly basis, more if needed. Clients are offered church services upon request as well as allotted spiritual time for their own observations.

Foster Home Placement:

The TFC Case Manager will Screen/Review all referrals within five (5) days of receipt and give written recommendations. If referral is deemed appropriate the packet is sent to office in which the Client will be seen and a behavioral Health Assessment is scheduled within 5 working days. At this time the Client will be staffed and Foster family will be matched based on ability and matching criteria. If agreed by treatment team that that client is appropriate the client will be placed in the foster home with in a two (2) week period. All clients will also receive ACE assessment (adverse Child Hood Experience) and a safety plan will be implemented and provided to the treatment team. If the referral is deemed innapropriate , a letter will be sent to the referring agency with reasons for denial and possible alternatives.

Once the assessments are complete the case will be staffed by treatment team, including chosen foster parents, on the next scheduled staffing day. Children in a more restrictive setting who are in need of foster care are given priority and moved to a family environment within 30 days of acceptance. The Youth Bridge Foster Care case manager has the first face to face visit with the youth on the day of placement and first home visit with in ten days of placement. Meeting with the biological parents if deemed appropriate will be scheduled with in the first two weeks.

If child is identified as of Native American decent and is accepted for placement the director will be notified. Information on the Indian Child Welfare act will be given to the family and Youth Bridge will work in conjunction with DHS to abide by placement preferences outlined in the Indian Child welfare act. The agency will engage and collaborate with the youth's tribe throughout provision of services as outlined in the act including but not limited to services delivery, assessment, Planning, permanency planning, aftercare and case closure.

Youth Bridge will employ criteria to match prospective therapeutic foster homes with the youth through examining therapeutic foster home and the youth's strengths, needs and abilities. All efforts will be made to match ethnic or cultural backgrounds unless it is documented as to why this is not possible.

Youth Bridge will provide due diligence to place sibling groups together, but based on severity of needs that a youth may have it may be beneficial to have the High needs child placed in one foster home. Youth Bridge strives to provide the safest and most stable environment that is in the best interest of the youth.

If placement is disrupted Youth Bridge will attempt to address the move in advance and identify a new placement or higher level of care. DHS will also be notified and work together to obtain further services. Youth Bridge may have available our Emergency Shelter for respite care for children ages 12 to 17.

Treatment, planning and reviews

Youth Bridge provides a behavioral health assessment by a mental health professional to assess for co-occurring Mental Health and Substance abuse disorders. Youth must meet DSM – V criteria for a diagnosis. A multiple disciplinary treatment team will utilize the level of care Criteria to meet the client's needs. This will include medication management, behavioral health interventions etc. as identified in the clients individualized treatment plan. Plan will be reviewed 30 days after placement then every 90 days or as needed. Family therapy will also be available including biological family if deemed appropriate.

Permanency planning

Youth Bridge will work with family, kin, DHS and all involved parties to prepare for permanency planning either to family of origin, adoption or other permanent care or independent living. Family reunification is ideal and priority for Youth Bridge. Youth Bridge will assist in creating a positive environment in the foster home which will maintain connection with family of origin if recommended.

Youth Bridge supports planning by assisting the youth:

- Prepare for reunification, adoption, independent living or other placement
- Identify adults, mentors or others that a positive relationship can be kept
- Maintain contact with appropriate family members

Education

Youth will be enrolled in the school district of the therapeutic foster home unless arrangements can be made for transportation to youth's home school. Case manager and foster family will attend any educational meetings as need such as IEP, tutoring and advocacy.

Visitation

Once the youth is placed, it is recommended that they not have contact with family for the first two weeks unless agreed upon by treatment team. After that weekly phones calls

that are initiated by the youth. Visitation may be scheduled if DCFS deems appropriate. DCFS will need to provide transportation and supervision. If clients are to be reunited with family, passes will be available pending DCFS approval.

List of services provided at Youth Bridge and available for Therapeutic Foster Care youth:

Behavioral Health Assessment
Substance Abuse Assessment
Psychiatric Assessment
Behavioral Health Therapy
Substance Abuse Therapy
Co-occurring Therapy
Family Therapy
Group Therapy
Independent Living Skills
Tutoring (Title One Services in Springdale School District)
Therapeutic Day Treatment Education Program – Boone, Carroll, Marion, Baxter and Newton Counties can attend this program
Residential Substance Abuse Treatment Program – Only males ages 12 to 17
Girls Groups – Fayetteville Office
Emergency Shelter – respite and/or temporary placement – ages 12 to 17



COUNCIL ON ACCREDITATION

Attests That

**Youth Bridge, Inc.
Fayetteville, AR**

Is

ACCREDITED

Achieving the Highest Standards of Professional Practice for the Services It Provides

Accredited Through

12/31/2022



OBHS Certified Telemedicine Provider

This certificate is awarded to

Youth Bridge, Inc

Award Date: 8/27/18

Expiration Date: 6/30/19

This institution has met the requirements of
the Arkansas OBHS Telemental Health Committee

ARKANSAS DEPARTMENT OF
HUMAN SERVICES

Signature

8/27/18

Date

UAMS
UNIVERSITY OF ARKANSAS
CENTER FOR
DISTANCE HEALTH

SUBSTANCE ABUSE TREATMENT

Arkansas Department of Human Services

Division of Provider Services and Quality Assurance

This certificate acknowledges the completion of the Arkansas State Certification Process

YOUTH BRIDGE, INC
1200 WEST WALNUT STREET, SUITE 1500
ROGERS, AR 72756

Dates of Certification: 07/01/2018 - 06/30/2019

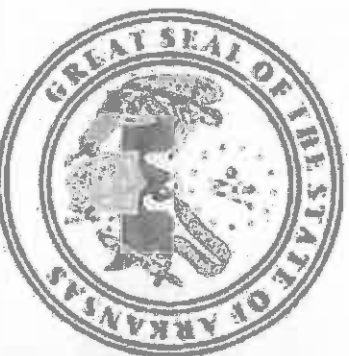
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BHA License Number: 194 Specialty Certificate# 145



Sherri Proffer, RN

Assistant Director Community Services Licensure and Certification
Division of Provider Services and Quality Assurance



SUBSTANCE ABUSE TREATMENT

Arkansas Department of Human Services

Division of Provider Services and Quality Assurance

This certificate acknowledges the completion of the Arkansas State Certification Process

YOUTH BRIDGE, INC
1004 SOUTH MAIN STREET
BERRYVILLE, AR 72616

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11197 Specialty Vendor# 11152

BHA License Number: 198 Specialty Certificate# 149



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Assistant Director Community Services Licensure and Certification
Division of Provider Services and Quality Assurance



SUBSTANCE ABUSE TREATMENT

Arkansas Department of Human Services

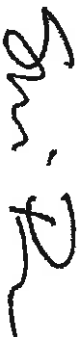
Division of Provider Services and Quality Assurance

This certificate acknowledges the completion of the Arkansas State Certification Process

YOUTH BRIDGE, INC
3715 NORTH BUSINESS DRIVE, SUITE 104
FAYETTEVILLE, AR 72703

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11196 Specialty Vendor# 11151
BHA License Number: 197 Specialty Certificate #148



Sherri Proffer, RN

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SUBSTANCE ABUSE TREATMENT

Arkansas Department of Human Services

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YOUTH BRIDGE, INC
114 EAST CRANDALL AVENUE, SUITE B
HARRISON, AR 72601

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11195 Specialty Vendor# 11150

BHA License Number: 196 Specialty Certificate# 147



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SUBSTANCE ABUSE TREATMENT

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YOUTH BRIDGE, INC
707 NORTH CARDINAL DRIVE, SUITE 7
MOUNTAIN HOME, AR 72653

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11194 Specialty Vendor# 11149

BHA License Number: 195 Specialty Certificate# 146



Sherri Proffer, RN

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BEHAVIORAL HEALTH AGENCY

Arkansas Department of Human Services

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YOUTH BRIDGE, INC
2005 W. ELM STREET
ROGERS, AR 72758

Dates of Certification: 11/05/2018 - 06/30/2019

Vendor Number: 11402

BHA License Number: 344


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BEHAVIORAL HEALTH AGENCY

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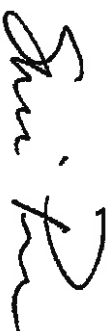
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YOUTH BRIDGE, INC
1004 SOUTH MAIN STREET
BERRYVILLE, AR 72616

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11197

BHA License Number: 198



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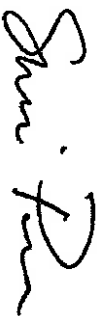
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MOUNTAIN HOME, AR 72653

Dates of Certification: 07/01/2018 - 06/30/2019

Vendor Number: 11194

BHA License Number: 195



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