

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE AND SCOPE OF THE SERVICE? (Describe in detail any services to be provided or materials to be purchased)

The purpose of this service is to provide PTECH students with practical experience in the Health Information Technology field. Spine and Joint group will provide PTECH students office visits and mentoring as well as senior internships.

2. AMOUNT OF SERVICE?

(Set forth the monetary value of the proposed agreement and quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Schedule "B")

The services at Gorton High School shall cost \$45,000

- Student visitation grade 9 (30 students): \$2,500
- Student visitation grade 10 (30 students): \$5,000
- Student visitation grade 11 (29 students): \$5,000
- Student internship grade 12 (24 students, 21 hours per student): \$32,5000

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.)

P-TECH students grades 9-12

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

Spine and Joint Group

4a. WILL THE CONTRACTOR BE UTILIZING ANY SUBCONTRACTORS OR VOLUNTEERS IN FURTHERANCE OF THIS AGREEMENT? **IF YES, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.**

No, there are no other providers/contractors in terms of this agreement.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of the contract?)

Periodic updates and communication will be distributed through PTECH Planning meetings between members of GHS PTECH staff and Spine and Joint group.

6. HOW WILL THE SCHOOL DISTRICT JUDGE THE QUALITY OF SERVICES? (Set forth the method which will be used to evaluate contractor's performance)

Spine and Joint Group shall provide the district with a report of the topics discussed with the students and coordinate with the faculty to develop a short evaluation to be completed by the students.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Spine and Joint Group
Vendor Address: 335 Columbus Avenue, Tuckahoe, NY 10707
Vendor Phone No.: (914)779-5800
Vendor Business Status: LLC, Corporation
Vendor Contact Name: Dr. Stephan Gruffrida
Vendor Contact Email: sjg0520@gmail.com
Tax ID No.: 472028932

School District Administrator Name: Ms. RoseAnne Collins-Judon
School District Administrator Title: Assistant Superintendent
School District Administrator Phone No.: (914)376-8281
School District Administrator Email: rcollins-judon@yonkerspublicschools.org

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT, AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

These services are pursuant to the New York State Pathway in Technology Early College High Schools Grant.

Subjects that will be discussed include but are not limited to the following:

- HIPAA compliance
- Front desk administrative duties
- Patient charting
- Electronic billing/medical billing
- ICD/CPT codes
- Patient history and examination
- Medical records/SOAP notes


9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.

NO


10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.

NO

Performance Based Guidelines
Reviewed and approved by:



(Signature of School District administrator/employee)



(Printed Name)