

**PURCHASE OF SERVICE CONTRACT  
FOR RYAN WHITE ELIGIBLE HIV/AIDS CLIENTS**

**Between  
COUNTY OF CUYAHOGA, OHIO  
and  
*Care Alliance Health Center***

THIS CONTRACT made and entered into this 4<sup>th</sup> day of AUGUST, 2011, by and between the County of Cuyahoga, Ohio ("COUNTY"), on behalf of the Department of Health and Human Services (HHS) Ryan White Part A Program and Care Alliance Health Center (hereinafter referred to as "PROVIDER"), a corporation not-for profit, with principal offices located at 1530 St. Clair Avenue, Cleveland Ohio 44114. The following are the terms of the Contract

**I. PURCHASE OF SERVICES:**

A. The **PROVIDER** accepts the relationship of trust and confidence between the **COUNTY** and the **PROVIDER**, and by this contract asserts that it shall provide the following services in connection with the RW Act Program as defined by the HIV/AIDS Treatment Extension Act of 2009 and the Cuyahoga Regional HIV Services Planning Council.

B. The **PROVIDER** agrees to submit the following to the **COUNTY**:

1. Agency Mission Statement
2. Articles of Incorporation
3. Proof of 501(c)(3) not-for-profit status from IRS or Secretary of State
4. Current W-9
5. A copy of the agency's most recent audited or compiled financial statements completed by a Certified Public Accountant (include name, address, telephone number of a contact in the company's principal financing or banking organization.) (include any required A-133 statement of findings).
6. List of the organization's Board of Trustees/Directors and senior staff
7. Organizational Chart/Table of Organization- showing where proposed program/services and staffing fit in
8. Copies of Job Descriptions of all program personnel and supervisors
9. Copies of resumes/bios and current licensure of all proposed program staff
10. Copies of any current agency accreditation or certification for services
  - a. JCAHO, COA, CARF, CCCMHB, ODADAS, and/or other
11. A copy of the agency's most recent Annual Report
12. A copy of the agency/organization policy regarding:
  - a. Consent for release of information
  - b. Clients rights and responsibilities
  - c. Confidentiality
  - d. Grievance procedures