

Memorandum of Understanding
School-based CBRS and DDA services

Parties: Valley Community Counseling and Kimberly School District

Purpose: This memorandum of understanding is for Valley Community Counseling to provide school based CBRS and DDA services for Kimberly School District for the school year 2026-2027.

Valley Community Counseling agrees to:

- Maintain an agency Liability Insurance Policy on all staff.
- Provide staff to meet the needs of the school district when available. If no staff are available, we will notify the school district of our inability to cover said need.
- Ensure all staff have all necessary paperwork and appropriate licensing prior to providing services. VCC will provide credentials, licenses, background clearance, and any other necessary paperwork to the Kimberly School District upon request.
- Participate, when invited, in IEP meetings where specific assignments will be made.
- Provide services aligning with goals on IEP as determined by the Kimberly School District
- Follow School Protocol in notifying district when staff will be absent.
- Submit 120-day reviews as required by Medicaid for CBRS clients.
- Submit weekly SDR's on Friday at the end of the day for that week.
- Submit weekly billing.
- Check SDR's for accuracy on a weekly basis.

Kimberly School District agrees to:

- Ensure children have met all eligibility requirements to receive services.
- Inform VCC workers of any changes to current IEP goals, objectives, hours allotted, etc.
- Invite VCC staff to participate in school functions to increase cohesiveness in District.
- Provide name badges identifying VCC workers.
- Communicate any staffing concerns with Heather Barnes (208-308-5832) so that any issues may be resolved quickly.
- Inform VCC staff of all school protocol for managing intense behavioral issues (incident reports, places of use for cool downs, who to call for help if needed, etc.)
- Review weekly billing and SDR's to assure accuracy before submitting to Heather Barnes every week.
- Submit payment within 14 days of receiving the invoice.

Substitutes: VCC will attempt to meet staffing needs when VCC staff are absent. However, there are no guarantees that we will have a substitute available. We will not hire additional staff after Spring Break.



School official

Date 8-17-26

VCC Owner

Date _____