



**KIMBERLY SCHOOL DISTRICT  
Service Provider Agreement  
For Special Education Related Services**

**OCCUPATIONAL THERAPY SERVICES**

**School Contact Person:** Mary Grace Ahern, Special Services  
Luke Schroder, Superintendent

**Service Provider:** Primary Therapy Source, LLC  
Tax ID# 20-8413998  
254 River Vista Place  
Twin Falls, ID 83301  
Phone: 208-734-7333 Fax: 208-734-8350  
Email: [primarytherapysource2@yahoo.com](mailto:primarytherapysource2@yahoo.com)

**Occupational Therapists:** Ivan Hardcastle, OTR/L; Joel Vinson, OTR/L; Mandy Lee, OTR/L; Terry Darrington, OTR/L; Jennifer Claire, COTA; Jessica Martin, COTA; Kristen Magalogo, OTR/L; Mark Driggs, OTR/L; Erika Cazeau, COTA; Ashley Winward, COTA; Nette Miller, OTR/L; Taylor Staudenmaier, OTR/L; Marissa Vitt, OTR/L; Sophie Bogdanove, COTA; Makeesa Montgomery, COTA

**Proof of Liability Insurance:** Healthcare Providers Service Organization  
Purchasing Group Policy # 0265758932

THIS AGREEMENT, entered into this date, October 1, 2021, by and between Primary Therapy Source, LLC, hereinafter the "Service Provider" and KIMBERLY SCHOOL DISTRICT.

The Service Provider desires to provide and KIMBERLY SCHOOL DISTRICT desires to purchase occupational therapy services for special education students.

Therefore, for and in consideration of the mutual covenants and agreements herein the parties agree as follows:

1. **Term:** This Agreement shall commence on October 1, 2021 and shall continue until terminated. Either party may terminate this Agreement by giving thirty (30) days written notice to the other.

2. **Service Provider Responsibilities:** Provide Occupational Therapy services for students in the Kimberly School District as a result of referrals from the district, which occur during school hours. The Service Provider shall conduct Occupational Therapy evaluations, provide written reports and recommendations, provide occupational therapy interventions, provide periodic progress reports, attend and participate in meetings as requested and consultation sessions and screenings according to individual student needs. Therapists will also be responsible for providing the required online documentation of services for Medicaid billing compliance according to the state law and school regulations.

3. **District Responsibilities:** The Special Services Coordinator or the Special Education Teacher will maintain correspondence, such as invitations to the appropriate meetings (IEP, MDT, CST and annual reviews) and provide verification of parent consent to evaluate students. Special Education Personnel will help arrange for space, any necessary forms, and keep PT information in Special Education Student files.

4. **Payment for Services:** The Service Provider will be compensated for the services provided at the rate of \$70.00 per hour and \$0.585 per mile round-trip travel between Twin Falls and the Kimberly schools. Time traveled among schools in the school district is also billed at the contract rate. A monthly billing will be submitted to Kimberly School District stating the dates of service and students served.

5. **Relationship of the Parties:** This Agreement shall not be construed to create a partnership relationship or the relationship of employer/employee. It is understood the Service Provider is an independent contractor performing and providing services under contract. Accordingly, the Service Provider shall be responsible for all employment taxes, worker's compensation, professional liability insurance and other costs related to self-employment.

6. **Non Solicitation:** Kimberly School District agrees not to solicit employment from therapists who are employed by Primary Therapy Source, LLC.

For the District:

Signature

SPED Director

Title or Position

10/1/21  
Date

Service Provider:

Jan Yingst, MPT, PCS  
Primary Therapy Source, LLC

Signature: Jan Yingst, MPT, PCS

Or Trish Howard, DPT, GTS, CCVT

TITLE Physical Therapist/ LLC Managing Member

co-owner  
Title or Position

9/30/21  
Date