

Policy Title: Federal, State, and DCF Requirements

Date Issued: 02/07/2012

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CEO Approval: \_\_\_\_\_



## **POLICY:**

It is the policy of Central Florida Cares Health System, Inc. (CFCHS) to comply with the Department of Children and Families (DCF) requirement that all Subcontractors (at any tier) include the substance of all clauses contained in the Standard Contract that mention or describe Subcontractor compliance.

## **PURPOSE:**

The purpose of this policy is to ensure that all contracts are in compliance with Federal, State, and DCF requirements.

## **REFERENCE:**

Contract GHME1 Standard Contract  
CFCHS Network Subcontract

## **PROCEDURES:**

All CFCHS Network Subcontractors will contain language that ensures compliance with the DCF Standard Contract in regards to the following subjects:

- Inspections and Corrective Action
- Independent Contractor, Subcontracting and Assignments
- Provider Indemnity
- Proof of Insurance
- Notice of Legal Actions
- Client Risk Prevention
- Emergency Preparedness Plan
- Intellectual Property
- Sponsorship
- Employee Gifts
- Invoices
- Overpayments
- Records, Retention, Audits, Inspections and Investigations
- Public Records
- Client Information
- Data Security
- Financial Penalties
- Transition Activities
- Dispute Resolution

- Additional Requirements of Law, Regulation and Funding Source
  - Federal Law
  - Civil Rights Requirements
  - Use of Funds for Lobbying Prohibited
  - Public Entity Crime and Discriminatory Contractors
  - HIPAA
  - Whistleblower's Act Requirements
  - Support to the Deaf or Hard of Hearing

Compliance with these regulations will be monitored during Subcontractor on-site monitoring activities or desk reviews on a regular basis in accordance with the CFCHS Subcontractor Monitoring Schedule. Corrective Action may be required as a result of monitoring activities.

Technical assistance will be provided to Subcontractors upon request or upon first becoming a member of the CFCHS Network.