
# ADDENDUM A (SAMPLE) MANSFIELD INDEPENDENT SCHOOL DISTRICT

**CONTRACTED SERVICES AGREEMENT**

**SCOPE OF WORK**

1. District agrees to engage , and agrees to perform

personally, in a manner satisfactory to District, the services listed below:

* 1. shall furnish qualified personnel to Facility on an as-needed, as-available basis and in accordance with the terms of this Agreement.
	2. shall maintain copies of licenses, background checks, drug test reports and other required information that the Facility may request for any temporary personnel, placed by \_ , who has provided, or is providing temporary services in the Facility.
	3. agrees to obtain and maintain, during the term of this Agreement, general and professional liability insurance in the minimum amounts of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) aggregate coverage, Workers compensation coverage, and auto insurance of at least 100,000/300,000/100,000 for the activities of any Personnel assigned pursuant to this Agreement. Copy attached with Mansfield ISD as the additional named insured.
	4. Staffing Services will supply the facility with personnel who meet the following criteria and will provide evidence of the following to the facility upon

written request:

* + 1. Possess current state license/registration and/or certification.
		2. Possess CPR certification, as requested in writing by the Facility to comply with applicable law.
		3. Completed pre-employment physical as requested in writing by the Facility to comply with applicable law.
		4. Possess proof of pre-employment screening to include a TB skin test or chest X-ray, professional references, criminal background check(s) (and drug screenings as requested in writing).
		5. Possess a preferred one (1) year of relevant professional experience and a preferred one (1)year of specialty experience.
		6. Possess current skills competency to include, (i) written exam; (ii) skills checklist; and (iii) verified work history.

g. Completed Staffing Services standard OSHA and HIPAA training.

Unless discontinued earlier by District, the services are to be performed at the following times and places:

***Include the days/hours to be worked and location. If multiple locations, state so as specifically as possible (i.e., MISD Elementary Schools, Staff locations, Field sites…)***

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# ADDENDUM B (SAMPLE) MANSFIELD INDEPENDENT SCHOOL DISTRICT

**CONTRACTED SERVICES AGREEMENT**

**Fee Schedule**

**Healthcare Staff**

Physical Therapists $00.00 per hour

Physical Therapy Assistants $00.00 per hour

Occupational Therapists $00.00 per hour

Occupational Therapy Assistants $00.00 per hour

Speech Language Pathologists $00.00 per hour

Speech Language Pathologists Assistants $00.00 per hour

School Psychologist $00.00 per hour

Special Education Teacher (to cover all certifications) $00.00 per hour Social Worker $00.00 per hour

Sign Language Interrupter $00.00 per hour

Education Diagnostician $00.00 per hour Professional Placements All Disciplines (Direct Hire) % of Annual Salary

*An y applicable sales tax will be billed in addition to this rate.*

\*Housing & Travel Charges: Housing and travel costs to and from the assignment are included in the rates listed above for healthcare support staff.

Assignment Terms: For Therapy professionals, all assignments must be at least 13 weeks in length and must be full time, at least 8 hours per day and 40 hours per week. A charge of $.48 per mile will be added to each weekly bill that a therapist needs to drive between two or more treatment locations.

Staff on Call Rates: $0.00 per hour

Call Back Charges: If \_ Personnel are required to return to the District at the District's request, a minimum charge for one hour of service will be imposed. In the event the call back requires more than one hour, services will be billed at time and one half the base hourly rate.

\*Exceptions: Should any assignment require an adjustment to the above listed rates, a confirmation letter will be provided to District listing the agreed upon rate. Said confirmation letter must be authorized by both and District prior to the start of the assignment.

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# ADDENDUM C

**MANSFIELD INDEPENDENT SCHOOL DISTRICT CONTRACTED SERVICES AGREEMENT CONFIDENTIAL**

The Mansfield Independent School District is required by state law to obtain criminal history record on all applicants for employment with the District (Texas Education Code Section 21.917). The information provided below is necessary to obtain criminal history information.

Full Name:

(Last, First, Middle)

Print Social Security Number:

Date of Birth:

Driver’s License Number:

Sex:

Ethnicity:

I understand that information I am providing about age, sex and ethnicity will not be used to determine eligibility for employment, but will be used solely for the purpose of obtaining criminal records information.

Signature

Date

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