

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES  
BOARD OF CUYAHOGA COUNTY (ADAMHS BOARD)**

**POLICY STATEMENT**

**SUBJECT: CONTRACT MODIFICATION DUE TO CHANGE IN FUNDING POLICY**

**EFFECTIVE DATE: October 25, 2023**

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**PURPOSE**

To define a process in which the ADAMHS Board may modify its contracts for alcohol, drug addiction, mental health, and related services in response to a change in the availability of funds to the ADAMHS Board which may occur during the contract term.

**POLICY**

It is the policy of the ADAMHS Board that modification of any or all of its contracts for alcohol, drug addiction, mental health, and related services may occur during the contract term pursuant to notification from a funder to the ADAMHS Board of an increase or decrease in the ADAMHS Board's funds which will be available for disbursement or pursuant to a material change in the ADAMHS Board funding circumstances which necessitates an adjustment in the value of the maximum dollar amount of a contract.

The decision to reduce or increase the maximum dollar amount of a contract shall be made at a public meeting of the ADAMHS Board. Reductions or increases in the contract amount may be made according to any method the ADAMHS Board deems appropriate, subject to law, contract terms, and provisions of the ADAMHS Board policies. Methods may include, but are not limited to, percentage change applied to any or all services and/or selective changes based upon ADAMHS Board priorities and Community Assessment Plan (CAP), evaluation of outcome data and/or GOSH or any other claims/payment adjudication software system generated data, analysis of volume of services, etc.

Modification of the maximum dollar amount of a contract may result in other contract modifications.

**RESPONSIBILITIES**

It is the responsibility of the ADAMHS Board Chief Executive Officer (CEO) to:

- A. Evaluate the potential impact of change in available funds or material change resulting in a change in funding.
- B. Reflect on the ADAMHS Board's service priorities and Community Assessment Plan.
- C. Notify the ADAMHS Board's Finance & Operations Committee of the need for a potential change in funding level.
- D. Make recommendations to the Finance & Operations Committee as to the changes needed.

It is the responsibility of the Finance & Operations Committee to:


- A. Consider the recommendations of ADAMHS Board staff and may request needed input from other committees.
- B. Discuss and deliberate over the ADAMHS Board staff's recommendations and determine whether any action is appropriate to recommend to the ADAMHS Board's Board of Directors at the General Meeting.
- C. Propose methods of contract modifications to the ADAMHS Board and its committees in relation to the anticipated impacts and established ADAMHS Board priorities and Community Assessment Plan.

It is the responsibility of the ADAMHS Board's Board of Directors at the General Meeting to:

- A. Adopt by resolution any modification of the maximum dollar amounts of any or all contracts for alcohol, drug addiction, mental health, and related services.
- B. Direct the CEO to initiate contract renegotiation with affected parties when deemed necessary and/or renegotiate contracts with affected parties when such renegotiation is initiated by the affected party.

**Supersedes & retires:** Contract Modification Due to Change in Funding, Effective March 23, 2022

Reference: Ohio Revised Code section 340.03; ADAMHS Board's General Core Contract

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 J. Robert Fowler, Ph.D.  
 ADAMHS Board Chair

October 25, 2023

Approval date

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 Scott S. Osiecki  
 ADAMHS Board Chief Executive Officer

October 2026

Review date