



School District of the City of Pontiac

Kelley Williams, Superintendent

PONTIAC BOARD OF EDUCATION Agenda Item Request Form

Purpose:	<input type="checkbox"/>	Discussion
	<input checked="" type="checkbox"/>	Action
	<input type="checkbox"/>	Report
Contract:	<input type="checkbox"/>	New
	<input checked="" type="checkbox"/>	Renewal
	<input type="checkbox"/>	Extension/ Modification
	<input type="checkbox"/>	N/A

Presenter(s): Kelley Williams, Superintendent
Mrs. Carmen White, Director of Human Resources

Attachment(s): Contract Renewal
Evaluations

Board Meeting Date: June 19, 2017

Agenda Item: Sunbelt Staffing Contract Renewal

Background/Rationale:

The purpose for contract is to provide services for Occupational Therapy (OT), Speech Language Pathology (SLP) and Physical Therapy Services (PT) to students with disabilities as specified by their Individual Education Plans (IEP). Federal and State regulations require that OT, SLP and PT, Psychology services be provided to student as stipulated in their IEP's. This contract will ensure the continuation for students who qualify.

All OT and SLP services will be provided at an hourly rate of \$51.95/hour for individuals that have been assigned to the district less than three (3) years and at a rate of \$53.95/hour for individual's that have been assigned to the district for three (3)years or longer. Currently there are one (1) Occupational Therapists, one (1) school Psychologist and either (8) Speech and Language Pathologists.

2016/2017 Contract Amount: \$1,050,000.00

Funding Source/Account Number/s: **130.033.1213.0013.0000.3111**
130.033.1213.0013.0000.3210

Recommendation: It is the recommendation of Administration that the Pontiac Board of Education approve the service agreement between Prime Healthcare Staffing and the Pontiac School District effective August 1, 2017 through June 30, 2018 in an amount not to exceed \$1,050,000.00.

Approvals Required:

<u>Kelley Williams</u> 6-15-17 Superintendent	Date	<u>Carmen White</u> 6-15-17 Human Resources	Date
<u>[Signature]</u> Business and Finance	15 June 2017 Date	<u>[Signature]</u> Curriculum & Instruction	6-15-17 Date
<u>Darryl Segars</u> Legal Counsel	6/15/17 Date		



School District of the City of Pontiac

Kelley Williams, Superintendent

Moved By: _____

Supported By: _____

Board Vote:

Ayes:

Nays:

Request Approved: Yes No

Date Approved: _____

Cover Sheet

Please return signed Client Services Agreement to:

Account Executive: Elizabeth Reitmeyer

Sunbelt Staffing, LLC
3687 Tampa Road, Suite 200
Oldsmar, Florida 34677

Direct Telephone: 813-792-3417

Toll Free Fax: 877-831-8511

Account Executive Email: elizabeth.reitmeyer@sunbeltstaffing.com

Executed Client Services Agreement to be returned to:

Client Facility: Pontiac School District

Client Contract Contact: Oretha Pettiway/Cynthia Toupin

Phone Number: 248-451-4562

Email Address or Fax Number: Oretha.pettiway@pontiacschools.org / Cynthia.Toupin@oakland.k12.mi.us

Sunbelt Staffing, LLC, a Florida corporation (hereafter referred to as "Sunbelt") and

Pontiac School District

whose location is

(Client Name)

42700 Woodward Avenue

Pontiac, MI 48342

(Street Address)

(City, State, Zip)

(hereafter referred to as "Client")

enter into this non-exclusive Client Services Agreement for the purpose of referring and placing Healthcare Professionals ("HCPs") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

1. Scope of Services. Sunbelt, a licensed staffing agency in the business of providing supplemental staffing to the public and private education sector and not a healthcare provider, will use its commercially reasonable efforts to provide HCPs for assignment with Client. Sunbelt will be responsible for payment of each HCP's wages and applicable payroll taxes, deductions, and insurance, including workers compensation, general liability and professional liability coverage for the benefit of the HCPs. If a HCP is unable to complete the specified assignment, Sunbelt will use its commercially reasonable efforts to find a replacement in a timely manner.

2.. Compensation. Rates under this Agreement shall be as follows:

Occupational Therapy Services, less than three (3) year at District	\$51.95 per hour
Speech Language Pathology Services, less than three (3) years at District	\$51.95 per hour
Occupational Therapy Services, more than three (3) year at District	\$53.95 per hour
Speech Language Pathology Services, more than three (3) years at District	\$53.95 per hour
Bilingual Speech Language Pathology Services	\$56.95 per hour
Physical Therapy Services	\$56.95 per hour
School Psychology Services	\$59.35 per hour

Moreover, all other sections of the Agreement notwithstanding, compensation for the duration of the Agreement shall not exceed One Million Fifty Thousand dollars (\$1,050,000.00) and the District shall not be responsible for any invoices or payments above this amount, unless authorized in writing and executed by both parties.

3. Independent Contractor. The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, that each HCP shall be an employee of Sunbelt and that no qualified HCP shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. Sunbelt agrees to provide and maintain all payroll services for any qualified HCP placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. Sunbelt does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, Sunbelt will notify Client in advance of the assignment in order to receive approval of this arrangement.

4. Insurance. Sunbelt will maintain Worker's Compensation and Employer Liability insurance in accordance with state regulations. General Liability insurance will be maintained at a minimum level of two million dollars (\$2,000,000) per occurrence and four million dollars (\$4,000,000) aggregate. Excess liability insurance will be maintained at a minimum level of five million dollars (\$5,000,000) per occurrence/aggregate. Professional Liability insurance will be maintained at a minimum level of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) aggregate..

5. Competency and licensing. Sunbelt will conduct comprehensive pre-employment screening to provide licensed HCPs who meet applicable professional standards. Sunbelt will endeavor to present only HCPs who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While Sunbelt will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, Sunbelt will make available to Client all appropriate HCP records that Sunbelt may permissibly disclose and will facilitate an interview between Client and HCP in order to assist Client in the hiring decision. Sunbelt will do its due diligence to ascertain the professional and applicable Department of Education licensing and certification requirements for the HCP discipline placed with Client, however, it is ultimately the responsibility of the Client to approve the HCP's licensure and certifications as acceptable.

6. On-Site Responsibility. Client is responsible for providing all orientation, support, facilities, training, direction, and means for the HCP to complete the assignment. Client acknowledges that Sunbelt is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the HCP's adherence to the applicable standard of practice and acknowledges that Sunbelt is not responsible for the HCP's on-site performance given that Sunbelt does not have the capacity to provide direct, on-site supervision of daily activity. Client acknowledges that any deviation of the Client's policies and procedures as orientated to Sunbelt's HCP

Sunbelt Staffing

should be reported in writing and directly to Sunbelt immediately so that Sunbelt may be provided an opportunity to offer correction and/or counseling of unacceptable practices by HCP. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each HCP's compliance with health and safety requirements, including those instituted by Client.c

7. Employment of HCPs. Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any HCP introduced or referred by Sunbelt for a period of one year after the latest date of introduction, referral, or placement. If Client or its affiliate enters into such a relationship or refers HCP to a third party for employment, Client agrees to pay an amount equal to \$18,500 or thirty-five (35) percent (whichever is greater) of the HCP's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to Sunbelt upon start date.

8. Equal Opportunity. It is the policy of Sunbelt to provide equal opportunity to all HCPs for employment. Sunbelt and Client will screen based on merit only. All HCPs will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.

9. Professional Fees. Client shall not be charged for the travel and relocation expenses for HCPs assigned to Client facilities.

10. Payment Terms. Client will be billed on a weekly basis for all services provided during the previous week. Payment is due upon receipt of invoice and shall be considered in default fifteen (15) days from issuance of Sunbelt invoice, after which time a default charge will be imposed at one and one-half percent (1 1/2%) per month on unpaid balances (annual percentage rate of eighteen percent (18%)) or the maximum legal interest rate, whichever is lower. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. Sunbelt reserves the right, at its option, to discontinue any extension of credit. Should billing disputes arise, Client shall notify Sunbelt in writing within thirty (30) days of the receipt of the disputed invoice. Once the dispute has been addressed and all required corrections/adjustments have been made the original payment terms of DUR and default after 30 days will be in place. Disputes should be reported to:

Sunbelt Staffing Schools Division: Fax Number: 877-831-8511

Email: annemarie.stinehelfer@sunbeltstaffing.com

Please provide billing address below:

	Client Name:	Pontiac School District
	Billing Address:	42700 Woodward Avenue
<i>Client to complete billing information</i>	City, State, Zip:	Pontiac, MI 48342
	Attention:	Accounts Payable
	Telephone:	248-451-6883

11. Limitation of Liability. NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

12. Incident and Error Tracking. Client will report to Sunbelt any performance issues, incidents, errors and other events related to the care and services provided by Sunbelt employees. Sunbelt will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. Client will report to Sunbelt any performance issues, incidents, errors and other events related to the care and services provided by Sunbelt employees. Sunbelt will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.

13. Reporting of Work-Related Injuries. Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate by the Client and suitable to the setting to which Sunbelt Staffing's HCP has been assigned. Client ensures compliance with all applicable OSHA obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to Sunbelt Staffing within guidelines set forth by governing entities. In the event of work-place injury, incident or exposure, each affected HCP will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. HCP shall also report work-place injury, incident or exposure to Sunbelt Staffing concurrently with Client. If Sunbelt Staffing's HCPs are not eligible for treatment of work-place injury, incident or exposure by Client or if reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both Sunbelt Staffing and Sunbelt Staffing's HCP.

14. Termination with Cause. Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to HCP, behavior, and or any incident that would be considered adverse to the overall operation of Client. Client may request that Sunbelt facilitate the immediate removal of HCP due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate an HCP unless Sunbelt has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to Sunbelt's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates HCP or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that Sunbelt's HCPs are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by Sunbelt in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 11 of this agreement. Sunbelt shall have five (5) business days to refill the position in the event of termination with cause. Should Sunbelt identify a suitable HCP, Client agrees to original terms or extended terms of the terminated HCPs assignment.

15. Termination without Cause. Client may cancel an assignment with thirty (30) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 30-day period of notice. In the event Client is unable to provide thirty (30) days notice of termination, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours. In the event that the Agreement is terminated pursuant to this section, both parties agree to commit the necessary time and resources to ensure an orderly transition.

If Client is legally obligated to hire unionized therapist as a result of a request to bargain for any therapist positions by the Michigan Education Association, the parties agree that Client may unilaterally terminate or modify the applicable assignment by giving twenty (20) business days' notice of the termination/modification to Sunbelt. Client has the responsibility to notify Sunbelt immediately upon being informed of such a request; such notification does not in any way alter or waive the twenty (20) business day notice period.

16. Duration. This Agreement shall commence upon its execution by both parties, and subject to Paragraph 14 and 15, shall continue until August 31, 2018.

17. Guaranteed Minimum Hours. Client agrees to provide HCP the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled workdays or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours. Minimum work hours shall be reduced to reflect scheduled school closings for holidays and planning days. Client agrees that if HCP requests permission from Client designated contact supervisor, HCP can work additional hours during scheduled school breaks at their regular hourly rate. All requests must be made and approved prior to any work being performed by HCP.

18. Unscheduled Facility Closure Policy. Sunbelt will incur fixed expenses over the entire course of an HCP's contract assignment with Client related to the HCP's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in an HCP's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will be invoiced and shall pay for each such affected HCP's services at the reduced rate of \$100 per day for each day that the HCP(s) is unable to work by virtue of such Unscheduled Closure.

19. Multiple Locations. If client requires HCP to travel to and perform services at more than one location, Client will compensate Sunbelt for travel time between facilities at the regular hourly bill rate and for mileage up to the current acceptable IRS reimbursement rate.

20. Issue Resolution. In the event Client encounters an issue that is not satisfactorily resolved by its Sunbelt representative, Client should escalate the issue to the appropriate Sunbelt manager. The Sunbelt manager contact is:

Sunbelt Vice President, Telephone: Kim Western, 866-416-5203

21. Indemnification. Each party will be responsible for damages associated with third party claims to the extent of their respective negligence, willful misconduct or breach of this agreement.

22. Confidentiality. Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and **includes bill rates, fees for permanent placements and terms and conditions of this Agreement.** It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) Information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of Sunbelt Staffing shall include, but is not limited to, any and all unpublished information owned or controlled by Sunbelt Staffing and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of Sunbelt Staffing and which is not generally disclosed to the public including but

Sunbelt Staffing

not limited to employee information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.

23. Survival. The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement, shall survive termination, cancellation or expiration of this Agreement.

24. Governing Law. This Agreement shall be governed by the laws of the state of Michigan.

25. Entire Agreement. This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

National Account Executive: Elizabeth Reitmeyer

Direct Phone Number: 813-792-3417

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. *(Please return all pages of this Client Services Agreement).*

PONTIAC SCHOOL DISTRICT

SUNBELT STAFFING, LLC

Client Name

Client Representative Signature

Print Name

Title

Sunbelt Representative Signature

Print Name

Title



Summary of Survey Results
Special Education Contractor Services
End of Year Review
2016-2017 School Year
Pontiac School District
Pontiac, MI

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Starting in May 2017, this survey was sent to members of the PSD Special Education Staff and PSD Principals. This was done in an attempt to get end of year reviews on the Sunbelt Staffing therapists currently working for PSD for the 2016-2017 school year. The following reviews are from the 2016-2017 school year. Since the survey was first distributed to PSD staff, we have received a total of 35 reviews from those staff members. Of those reviews, 9 of them were from a principal and 26 of them were from PSD Special Education staff members. We received nine total reviews of our occupational therapists (OTs), 21 reviews of our speech language pathologists (SLPs), three reviews of our school psychologist (Psych) and two reviews of our physical therapists (PT). Please refer to pages 4 to 8 of this report to review the survey example.

Based upon the results received by the PSD Special Education Staff and Principals, we believe that while the Sunbelt Staffing therapists are consistently being ranked as Meet Standards or above, there is always room for improvement. With that in mind, we hope to continue to improve upon the quality of our contracted therapists by utilizing the feedback we receive from these surveys to provide training and guidance to all of our staff.

In addition, we hope to find that our therapists continue to work well with both the students and the staff at PSD through the subsequent survey responses. Should we find that any of our therapists are ever ranked Below Standards in any category, we will immediately address that concern with the therapist and the school district. We will counsel that therapist on how to improve his or her work performance. This counseling may include any of the following methods: having a phone conference with the therapist, Sunbelt, and the school district; providing a Sunbelt mentor to the therapist in question; sending the therapist to any Continuing Education courses that may assist them in improving.

We will also continue to work with the PSD Special Education Department to change and improve this survey in the future. If the school district finds that there are other areas needed for review, Sunbelt Staffing will adjust the survey to include those categories as well.

Pontiac School District Special Education Staff Survey -Review of Sunbelt Staffing Contractors

1. Please complete the following information. (If you wish to remain anonymous, you may skip this section).

Name:

School:

***2. The following information is required. Please complete this information.**

Name of Occupational Therapist (OT) (SLP/PT):

How often the OT (SLP/PT) provides services to your students inside your classroom:

Number of Students receiving OT (SLP/PT) services:

***3. Please rate the Occupational Therapist (Speech Language Pathologist/Physical Therapist) on the following:**

	Superior	Exceeds Standards	Meets Standards	Below Standards	Not Applicable
Therapist's knowledge in his or her field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Friendliness of therapist	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Relationship with the students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Comfort level with students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

***4. Were you comfortable leaving this therapist with your students?**

- Yes
- No

Please explain your response.

***5. Did the therapist offer you suggestions about working with the students?**

- Yes
- No

Please explain your response.

***6. Did the therapist follow the IEP for all students utilizing his or her services?**

Yes

No

Please explain your response.

***7. During IEP meetings, was the therapist responsive to parent concerns in a positive manner?**

Yes

No

Please explain your response.

***8. Did you notice improvements in the **fine motor skills (speech and language abilities/mobility)** of the students?**

Yes

No

Please explain your response.

9. If you could make one suggestion to this **OT (SLP/PT) on how he or she could improve, what suggestion would you make?**

***10. Would you want to continue working with this **OT (SLP/PT)** in the future?**

Yes

No

Please explain your response.

Pontiac School District Principal's Survey

-Review of Sunbelt Staffing Contractors

1. Please complete the following information. (If you wish to remain anonymous, you may skip this section).

Name:

School:

***2. The following information is required. Please complete this information.**

Name of **Occupational Therapist (OT)**
(SLP/PT):

How often the **OT (SLP/PT)** provides
services to your students
inside your classroom:

Number of Students
receiving **OT (SLP/PT)**
services:

***3. Please rate the Occupational Therapist (Speech Language Pathologist/Physical Therapist) on the following:**

	Superior	Exceeds Standards	Meets Standards	Below Standards	Not Applicable
Therapist's knowledge in his or her field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of the work performed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quantity of the work performed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Therapist's judgment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Therapist's documentation skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Friendliness of therapist	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Therapist's initiative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Therapist's dependability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Therapist's overall attitude	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Attendance/punctuality of therapist	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adherence to facility dress code	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adaptability to work situations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication with coworkers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Level of professionalism with coworkers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Relationship with the students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Comfort level with students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

4. If you could make one suggestion to this OT (SLP/PT) on how he or she could improve, what suggestion would you make?

***5. Would you want to continue working with this OT (SLP/PT) in the future?**

Yes

No

Please explain your response.

***6. If you answered "no" to the previous question, would you recommend Sunbelt placing this therapist in another school district?**

- Yes
- No
- N/A

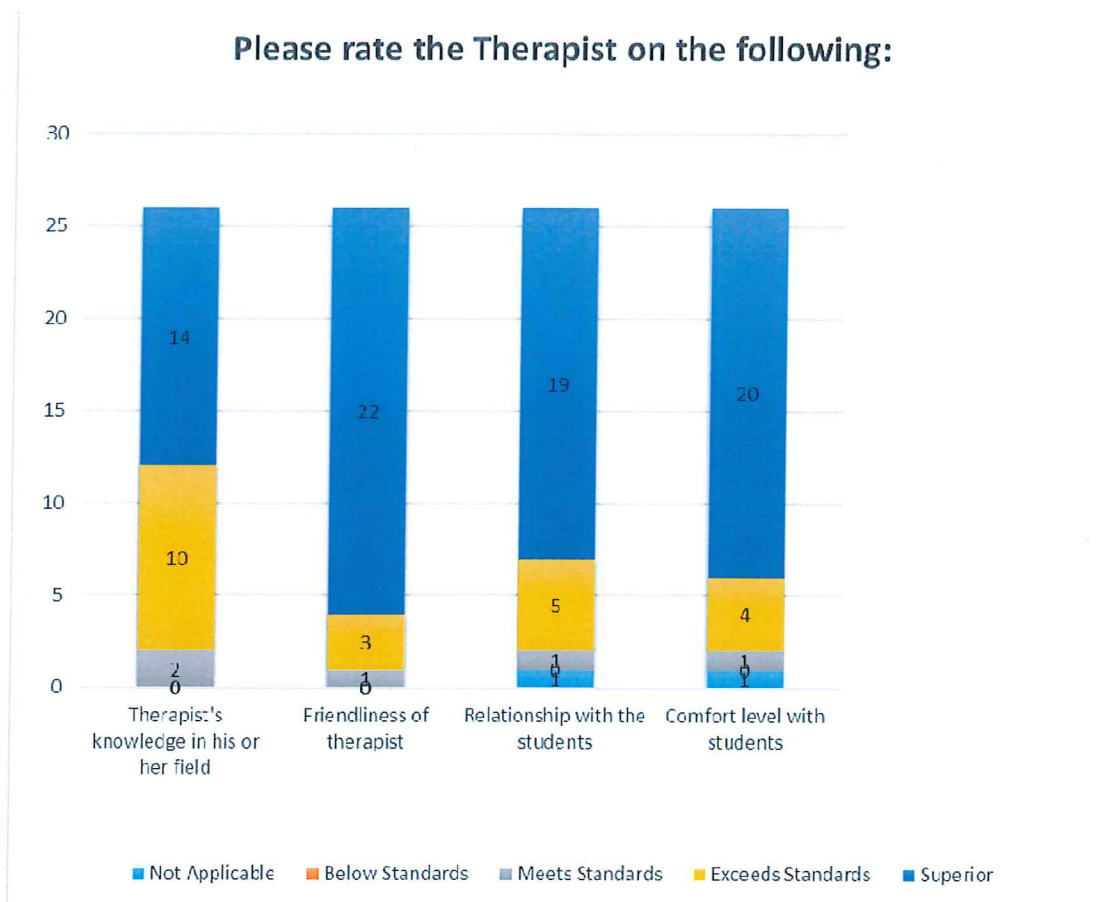
If no, please give specific details.

7. In hope that your school has received the superior standard of service that Sunbelt Staffing strives to provide our clients, may we provide your contact information and include a testimonial statement as a reference when responding to school district RFP's related to providing Special Education Services?

- Yes
- No

Include testimonial below.

Of the Sunbelt HCPs that were reviewed by the 26 Special Education staff members, 100% of them received a rating of Meets Standards or above in the following two categories: therapist's knowledge in his or her field and friendliness of therapist. In the categories of relationship with the students and comfort level with the students, 96% of Sunbelt HCPs received a rating of Meets Standards or above and 4% received a rating of Not Applicable. The majority of our therapists reviewed by the staff (93%) were ranked as Exceeds Standards or above in the four categories and 72% were ranked as Superior. Both percentages are up slightly from the last survey results we received in 2015-2016: 77% received a ranking of Exceeds Standards or above and 63% were ranked Superior on the 2015-2016 survey. The graphical representations below, with their accompanying tables, show how our Therapists were ranked by the PSD employees. The x-axis represents which standards were being ranked and the y-axis represents the number of respondents that ranked our therapists.



Please rate the Therapist on the following:

Answer Options	Superior	Exceeds Standards	Meets Standards	Below Standards	Not Applicable	Response Count
Therapist's knowledge in his or her field	14	10	2	0	0	26
Friendliness of therapist	22	3	1	0	0	26
Relationship with the students	19	5	1	0	1	26
Comfort level with students	20	4	1	0	1	26
<i>answered question</i>						39
<i>skipped question</i>						0

In addition to the ranking questions, we asked the PSD staff members to answer “Yes or No” questions with an optional open-ended comments section. The following are the responses we received for each of those questions. All responses to open-ended questions have been left unedited, with the exception of the names of any individuals listed in the questions. In those cases, all names of Sunbelt HCPs have been replaced with the word “Therapist” in red.

Were you comfortable leaving this therapist with your students?		
Answer Options	Response Percent	Response Count
Yes	100.0%	26
No	0.0%	0
Please explain your response.		17
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question “Were you comfortable leaving this therapist with your students,” 17 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 18, 2017 10:36 PM	She is friendly Therapist has built relationships with each of my students. She is
2	May 18, 2017 4:38 PM	an amazing therapist.
3	May 17, 2017 7:26 PM	Very kind and caring therapist She is very professional and very well prepared to meet my
4	May 17, 2017 1:24 PM	students needs. Therapist is knowledgeable and very responsible. I had no
5	May 17, 2017 12:17 PM	qualms about her working with our students.
6	May 17, 2017 11:55 AM	I would leave my own children with Therapist !
7	May 16, 2017 9:59 PM	SLP is excellent with the students. Therapist was able to establish a positive rapport with the
8	May 16, 2017 8:02 PM	students she serviced from my caseload. Her ability to manage
9	May 16, 2017 6:46 PM	even the most challenging student in a firm yet positive,
10	May 16, 2017 6:17 PM	approachable manner enabled me to feel confident and worry-free in leaving them in her care.
11	May 16, 2017 5:38 PM	She is very kind and caring. She is a professional.
12	May 16, 2017 6:00 PM	Any time and any day! Therapist is highly competent and approaches each student with
13	May 18, 2017 10:31 PM	fairness, patience and total regard for their dignity.
14	May 18, 2017 4:59 PM	She is professional and patient She is friendly.
15	May 17, 2017 12:04 PM	Therapist works in my room Therapist is a very responsible therapist. She is comfortable
16	May 17, 2017 11:50 AM	working with all students.
17	May 16, 2017 9:55 PM	She is innately great with my students! She is great with the students.

Did the therapist offer you suggestions about working with the students?		
Answer Options	Response Percent	Response Count
Yes	96.2%	25
No	3.8%	1
Please explain your response.		16
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question “Did the therapist offer you suggestions about working with the students,” 16 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 19, 2017 1:33 PM	She has given me many different strategies to improve language skills in the students.
2	May 18, 2017 8:09 PM	SLP provides evaluation services, suggestions are provided to parents.
3	May 18, 2017 4:38 PM	She often provides ideas and strategies to work with students who have difficulty with language skills. I have learned so much from Therapist . Thank you!!!
4	May 17, 2017 7:26 PM	Therapist has given me many strategies to help the kids. Therapist works very closely with me in the classroom to ensure that the strategies she is teaching my students continue into the classroom.
5	May 17, 2017 1:24 PM	Therapist had suggestions on activities to do within the classroom setting to improve speech and language. She also offered constructive techniques/recommendations for our many feeding/eating issues.
6	May 17, 2017 12:17 PM	Always!
7	May 17, 2017 11:55 AM	Yes, she explained how to use the core boards and provided various lessons to utilize with all of the students.
8	May 16, 2017 9:59 PM	Therapist readily shared suggestions when requested by case managers. At team meetings with other multi-disciplinary members and parents she volunteered suggestions/examples of how students could be supported in reaching their objectives.
9	May 16, 2017 8:02 PM	She is very helpful giving me strategies to reinforce the skills she is working on in the Resource Room.
10	May 16, 2017 6:46 PM	Often
11	May 16, 2017 6:17 PM	Yes, she suggests ideas about including speech support within the work I was doing with students.
12	May 16, 2017 5:38 PM	Through the testing she conducts and recommendations of interventions given in assessment narratives.
13	May 16, 2017 6:00 PM	Therapist had good input in our weekly meetings.
14	May 17, 2017 12:04 PM	She also prepares materials and we share materials as well!
15	May 17, 2017 11:50 AM	Yes, very thorough, developed
16	May 16, 2017 9:55 PM	

Did the therapist follow the IEP for all students utilizing his or her services?		
Answer Options	Response Percent	Response Count
Yes	96.2%	25
No	3.8%	1
Please explain your response.		11
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question "Did the therapist follow the IEP for all students utilizing his or her services," 11 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 19, 2017 1:33 PM	She always pays attention to the students' goals, and when reports are due.
2	May 18, 2017 10:36 PM	She is on time and completes her IEPs
3	May 17, 2017 1:24 PM	All of the students are working diligently toward their IEP goals and objectives. Yes, Therapist's goals and objectives were well thought out for each student and progress/growth was made throughout the school year in each student on her caseload in our classroom.
4	May 17, 2017 12:17 PM	Yes, she even went above and beyond by addressing concerns about all of the students in my classroom.
5	May 16, 2017 9:59 PM	Therapist was very conscientious in fulfilling the services provided via the IEP. If for some unforeseen reason there was a conflict in schedule where she would not be present on her regular scheduled day she always made up that day within the very same week. She was quite responsible in communicating to her team members any changes to her schedule.
6	May 16, 2017 8:02 PM	She sees the students for number and amount of time on the IEP. She works on the goals in the IEP.
7	May 16, 2017 6:46 PM	All the time
8	May 16, 2017 6:17 PM	Therapist followed the objectives laid out in the IEP in order to address each child's unique needs.
9	May 16, 2017 5:38 PM	and also went above and beyond by developing a modified gym program for my whole class. She also developed a sensory diet for my whole class.
10	May 16, 2017 9:55 PM	
11	May 16, 2017 6:00 PM	She tests students to create the framework for IEP's

During IEP meetings, was the therapist responsive to parent concerns in a positive manner?		
Answer Options	Response Percent	Response Count
Yes	100.0%	26
No	0.0%	0
Please explain your response.		14
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question “During IEP meetings, was the therapist responsive to parent concerns in a positive manner,” 14 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 19, 2017 1:33 PM	She always makes sure the parents understand what is going on, and answers all of their questions.
2	May 18, 2017 10:36 PM	Absolutely
3	May 17, 2017 7:26 PM	Excellent tone of voice and vocabulary.
4	May 17, 2017 1:24 PM	She is always positive in her interactions, not only with parents, but also with students and staff. Therapist was thorough in explaining her goals and objectives to parents/guardians. She also answered questions and gave suggestions for home.
5	May 17, 2017 12:17 PM	Parents always left feeling positive and heard.
6	May 16, 2017 9:59 PM	Therapist maintained a professional demeanor at all times. Even a when parent did not necessarily agree with evaluation results and changes to service, she always responded confidently with a smile and positive tone, displaying empathy as she offered explanations.
7	May 16, 2017 8:02 PM	Therapist is always very positive. She also does a great job explaining things to parents and putting them at ease.
8	May 16, 2017 6:46 PM	She was very informative and explained topics in a manner in which the teachers and the parents could understand.
9	May 16, 2017 6:17 PM	Therapist is attentive to the parent's concerns and carefully describes her support for the child and shows the child's deficits and progress in a positive way.
10	May 16, 2017 5:38 PM	She is professional and attentive to parents.
11	May 16, 2017 6:00 PM	She made them comfortable and explained students results well.
12	May 18, 2017 10:31 PM	Therapist interacted with the parents of our students in a professional manner. She was thorough with her goals and objectives and helpful with questions parents/guardians presented.
13	May 17, 2017 12:04 PM	
14	May 16, 2017 9:55 PM	Parents always left feeling very positive and heard.

Did you notice improvements in the fine motor skills, mobility, behavior, or speech and language abilities of the students?

Answer Options	Response Percent	Response Count
Yes	92.3%	24
No	7.7%	2
Please explain your response.		17
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question "Did you notice improvements in the fine motor skills, mobility, behavior, or speech and language abilities of the students," 17 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 19, 2017 1:33 PM	I have seen children that were completely non-verbal begin to speak.
2	May 18, 2017 10:36 PM	Students are progressing at a steady pace. Some are doing well they will be on CONSULT only.
3	May 18, 2017 4:38 PM	Yes! My students have made wonderful growth and progress this year due to Therapist's therapy sessions and working often in the classroom with my students.
4	May 17, 2017 7:26 PM	Therapist goes above and beyond to help or engage the students.
5	May 17, 2017 1:24 PM	All of my students have made significant gains in speech under Therapist's direction, whether they are verbal communicators or use a device for communication.
6	May 17, 2017 12:17 PM	All students made progress toward their speech and language goals and objectives.
7	May 16, 2017 9:59 PM	My student talks a lot more and uses the aac board to communicate more often.
8	May 16, 2017 8:02 PM	Students with deficits in language skills were better able to express their ideas clearly and with organization. Errors in articulation were reduced.
9	May 16, 2017 6:46 PM	All of my students have made articulation and language improvements.
10	May 16, 2017 6:17 PM	Most if not all students have met or exceeded their speech goals.
11	May 16, 2017 5:38 PM	Each student I see that Therapist supports shows a greater degree of communication skills or speaking ability.
12	May 18, 2017 10:31 PM	Penmanship is improving...
13	May 18, 2017 4:59 PM	Not just fine motor but sensory issues too
14	May 17, 2017 12:04 PM	All students have made gains in the fine motor skills area. I have a student who can now write his name free hand. I have another who can now tie his shoes on his own. I have another
15	May 16, 2017 9:55 PM	who is very independent with his fine motor skills.
16	May 18, 2017 10:46 PM	N/A
17	May 16, 2017 6:00 PM	She is not a OT provider

If you could make one suggestion to this **OT/SLP/PT/Psych** on how he or she could improve, what suggestion would you make?

Answer Options	Response Count
	15
<i>answered question</i>	15
<i>skipped question</i>	11

Of the 26 staff members surveyed, 15 provided an answer to the question "If you could make one suggestion to this OT/SLP/PT/Psych on how he or she could improve, what suggestion would you make?" Below are those responses.

Number	Response Date	Response Text
1	May 18, 2017 10:36 PM	N/A
2	May 17, 2017 7:26 PM	N/A
3	May 17, 2017 1:24 PM	NA. She is truly amazing and we are grateful to have Therapist servicing our students.
4	May 17, 2017 12:17 PM	No suggestions at this time.
5	May 17, 2017 11:55 AM	Absolutely nothing! Currently there are no areas that come to mind needing improvement.
6	May 16, 2017 8:02 PM	?
7	May 16, 2017 6:46 PM	N/A
8	May 16, 2017 6:17 PM	Everything I have observed are exceptional, I don't observe her work in enough depth to make any suggestions for improvement. I do not have enough contact with Therapist to make any suggested improvements.
9	May 16, 2017 5:38 PM	
10	May 16, 2017 6:00 PM	N/A
11	May 18, 2017 10:31 PM	N/A
12	May 18, 2017 4:59 PM	Would love to have her here more days
13	May 17, 2017 12:04 PM	None at this time.
14	May 17, 2017 11:50 AM	nothing
15	May 16, 2017 9:55 PM	She is AWESOME!

Would you want to continue working with this **OT/SLP/PT/Psych** in the future?

Answer Options	Response Percent	Response Count
Yes	100.0%	26
No	0.0%	0
Please explain your response.		16
<i>answered question</i>		26
<i>skipped question</i>		0

Of the 26 respondents to the question "Would you want to continue working with this OT/PT/SLP/Psych in the future," 16 explained their response in their own words. Below are those responses.

Number	Response Date	Please explain your response.
1	May 19, 2017 1:33 PM	Therapist is great with the students and their families, as well as with the staff. We love working with her.
2	May 18, 2017 10:36 PM	She is knowledgeable and friendly to work with.
3	May 17, 2017 7:26 PM	Definitely! I truly enjoy working with Therapist ! Absolutely! She is amazing with my students, and provides exceptional speech services. In addition, she is ready to help whenever needed when issues in the classroom arise. She has a wealth of information and is willing to help implement ideas in the classroom to increase the communication of the students in my classroom. She is an asset to our ASD Program at Herrington, and we hope to keep her for many years to come!
4	May 17, 2017 1:24 PM	It would be my pleasure to work with Therapist in the future. She has had a positive impact on our students as well as the culture and climate of our entire school.
5	May 17, 2017 12:17 PM	Yes, please!!!! I so want this SLP to stay at Kennedy!
6	May 17, 2017 11:55 AM	She went above and beyond and helped to implement the aac units schools wide, as well as the core boards.
7	May 16, 2017 9:59 PM	By all means, Therapist has been the best therapist I have worked with. She has been a great asset to our team and school.
8	May 16, 2017 8:02 PM	Yes, she is a committed professional who does her job and shares her knowledge.
9	May 16, 2017 6:46 PM	Therapist does a great job with my students. She has my students best interest at heart and goes above and beyond the call of duty to ensure my students are reaching and exceeding their goals.
10	May 16, 2017 6:17 PM	Therapist is highly competent, works well with all the students and is communicates and works well with myself and all staff at the school
11	May 16, 2017 5:38 PM	She is knowledgeable and friendly to work with.
12	May 18, 2017 10:31 PM	It would be a pleasure to work with Therapist in the future. She has been a very positive influence on our students as well as the culture and climate of our entire school.
13	May 17, 2017 12:04 PM	Yes, please!!!!
14	May 17, 2017 11:50 AM	She goes out of her way to develop programs, activities and exercises for students. She responds quickly to any concerns parents or teachers may have. She is also very professional.
15	May 16, 2017 9:55 PM	She assesses students with depth and presents her findings professionally and with respect for all members of IEP team.
16	May 16, 2017 6:00 PM	

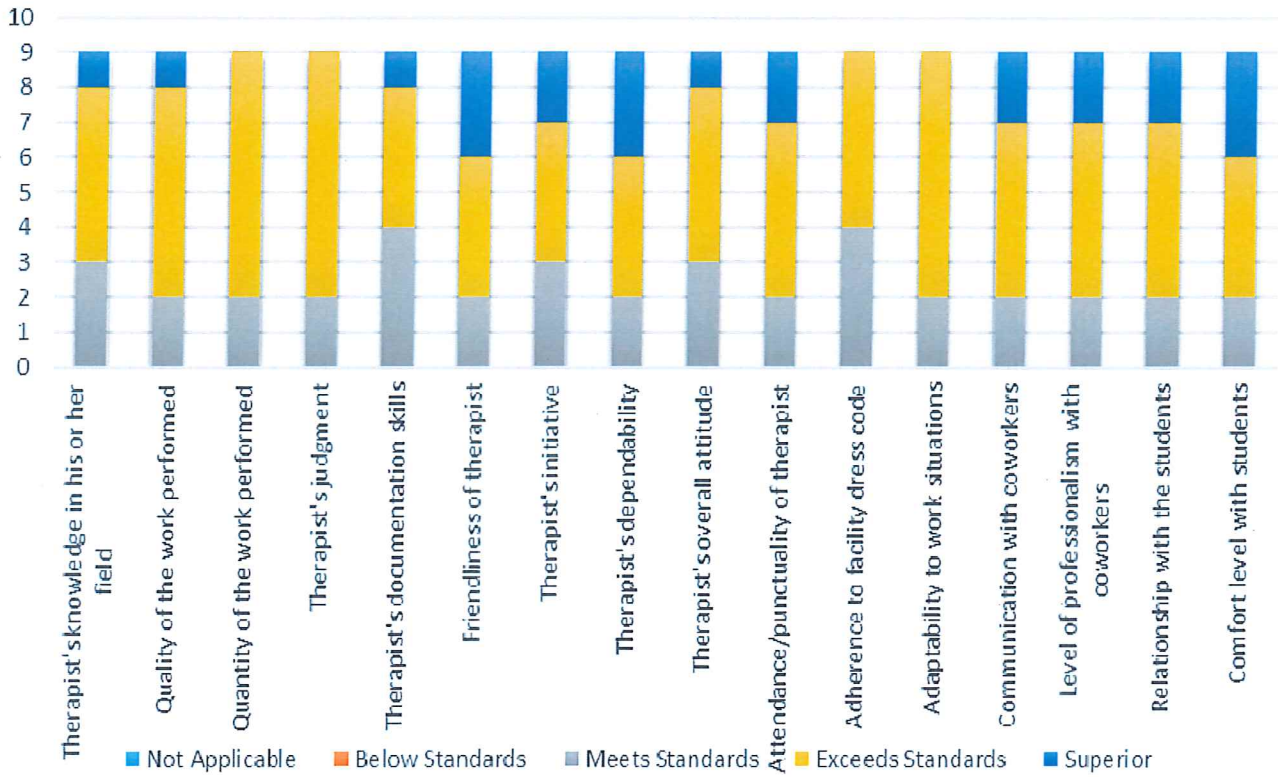
Four principals responded to the survey that was sent out. The principals rated all the Sunbelt HCPs in the following categories:

- Therapist's knowledge in his or her field
- Quality of the work performed
- Quantity of the work performed
- Therapist's judgment
- Therapist's documentation skills
- Friendliness of therapist
- Therapist's initiative
- Therapist's dependability
- Therapist's overall attitude
- Attendance/punctuality of therapist
- Adherence to facility dress code
- Adaptability to work situations
- Communication with coworkers
- Level of professionalism with coworkers
- Relationship with the students
- Comfort level with students

Below are the graphical representation and table of those results.

Please rate the Therapist on the following:						
Answer Options	Superior	Exceeds Standards	Meets Standards	Below Standards	Not Applicable	Response Count
Therapist's knowledge in his or her field	1	5	3	0	0	9
Quality of the work performed	1	6	2	0	0	9
Quantity of the work performed	0	7	2	0	0	9
Therapist's judgment	0	7	2	0	0	9
Therapist's documentation skills	1	4	4	0	0	9
Friendliness of therapist	3	4	2	0	0	9
Therapist's initiative	2	4	3	0	0	9
Therapist's dependability	3	4	2	0	0	9
Therapist's overall attitude	1	5	3	0	0	9
Attendance/punctuality of therapist	2	5	2	0	0	9
Adherence to facility dress code	0	5	4	0	0	9
Adaptability to work situations	0	7	2	0	0	9
Communication with coworkers	2	5	2	0	0	9
Level of professionalism with coworkers	2	5	2	0	0	9
Relationship with the students	2	5	2	0	0	9
Comfort level with students	3	4	2	0	0	9
<i>answered question</i>						4
<i>skipped question</i>						0

Please rate the Therapist on the following:



Of the nine principals that responded to the survey, three provided suggestions for improvement for our therapists.

If you could make one suggestion to this Therapist on how he or she could improve, what suggestion would you make?

Answer Options	Response Count
	3
<i>answered question</i>	3
<i>skipped question</i>	0

Number	Response Date	Response Text
1	May 17, 2017 3:35 PM	No suggestions at this time.
2	May 16, 2017 1:51 PM	None
3	May 17, 2017 3:26 PM	No suggestions right now.

Would you want to continue working with this Therapist in the future?		
Answer Options	Response Percent	Response Count
Yes	100.0%	9
No	0.0%	0
<i>answered question</i>		9
<i>skipped question</i>		0

Of the nine therapists reviewed, all nine were recommended for future work with PSD. Because of the responses to this question, the following question asked, "If you answered "no" to the previous question, would you recommend Sunbelt placing this therapist in another school district," was not applicable for any of the therapists reviewed.

If you answered "no" to the previous question, would you recommend Sunbelt placing this therapist in another school district?		
Answer Options	Response Percent	Response Count
Yes	0.0%	0
No	0.0%	0
N/A	100.0%	9
If no, please give specific details.		0
<i>answered question</i>		9
<i>skipped question</i>		0

In addition, six of the principals responded "yes" to the final question, "In hope that your school has received the superior standard of service that Sunbelt Staffing strives to provide our clients, may we provide your contact information and include a testimonial statement as a reference when responding to school district RFP's related to providing Special Education Services?"

In hope that your school has received the superior standard of service that Sunbelt Staffing strives to provide our clients, may we provide your contact information and include a testimonial statement as a reference when responding to school district RFP's related to providing Special Education Services?		
Answer Options	Response Percent	Response Count
Yes	66.7%	6
No	33.3%	3
Include testimonial below.		0
<i>answered question</i>		9
<i>skipped question</i>		0