



ADDENDUM
EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
SCHOOL READINESS 2009-2010 PROVIDER AGREEMENT
August 15, 2009

I. PARTIES

1.) This ADDENDUM to the Provider Agreement for School Readiness Services is made and entered into by (Name of Business) _____, whose principal address is _____
City _____, Zip _____ (hereinafter known as "PROVIDER") and the Early Learning Coalition of Southwest Florida, Inc. with its principal office located at 5256 Summerlin Commons Way, Suite 201, Fort Myers, Florida 33907 (hereinafter referred to as the "COALITION").

II. TERM OF ADDENDUM:

2.) This is an Addendum to the 2009-2010 COALITION issued School Readiness Provider Agreement. This ADDENDUM becomes effective **the 15th day of August, 2009 and** applies throughout the 2009-2010 program year. This Addendum does not replace, but supplements, the terms and conditions of the ELCSWF SR-1004 (3/09), School Readiness Provider Agreement.

3.) The PROVIDER must complete and sign this addendum to be eligible to continue delivery of School Readiness services during the 2009-2010, if the PROVIDER previously completed form ELCSWF SR-1004 (3/09) entitled "School Readiness Provider Agreement".

III. AGREEMENT OF PARTIES UNDER THIS ADDENDUM:

4.) COALITION Policies: The PROVIDER agrees to comply with all policies previously approved by the COALITION Board of Directors and those approved during the term of this contract. Policies are available on COALITION website at elcofswfl.org.

5.) Child Immunizations and Health Exam: The PROVIDER agrees that prior to accepting a SR child into care, the PROVIDER will obtain a current, complete and properly executed Student Health Examination form (DH 3040) and a Florida Certification of Immunization form (DH 680 or 681), as required pursuant to ss. 411.01 (4) (j), Florida Statutes.

6.) ASQ Screenings in Child Care Centers: PROVIDER agrees to use the COALITION provided ASQ computer disk (CD) and materials to print the designated ASQ's for SR children in their care. The COALITION will supply the PROVIDER with the list of children to be screened within a designated two-week period. The PROVIDER will forward the completed ASQ to the COALITION prior to the identified deadline. ASQ's may be sent to the COALITION via fax, mail, drop box at COALITION office or personal delivery. All SR Child Care Centers will comply with this standard, except in a case where there is a technological incapacity to use the ASQ CD, and approval has been given by the ELCSWFL CEO in response to a written request by the PROVIDER.

7.) Child Assessments: The COALITION expects that all children ages 3-5 will be assessed with the Creative Curriculum Assessment. Children birth through 35 months will be assessed using Creative Curriculum Assessment on a voluntary basis. Training and information on the use of the tool will be provided by the COALITION or designee. PROVIDER agrees to comply with COALITION requests to conduct assessments and enter data electronically on cc.net by identified due dates. This is required except in a case where there is technological incapacity to enter data on cc.net and approval has been given by the ELCSWFL CEO in response to a written request by the child care PROVIDER.

8.) Child Abuse Acknowledgement: The PROVIDER understands and acknowledges the importance of promptly reporting suspicions of abuse, neglect or exploitation of children. In accordance with COALITION policy 220.11 ELCSWF-EL0032-09 "Reporting Abuse and Neglect", PROVIDER agrees to ensure all staff annually sign the "DCF Child Abuse and Neglect Mandated Reporter Requirements," statement ELC-1032 or equivalent form approved by the COALITION.

9.) At Risk Children: PROVIDERS will be notified by 4C when an "at risk" child(ren), under supervision of DCF or Children's Network, plans to attend their child care facility. Contact information of the child(ren)'s child welfare case manager will be given to the PROVIDER on Form SR-1026, which PROVIDER agrees to sign and return promptly to 4C. PROVIDER understands their responsibility to notify the child welfare case manager of the child's abrupt removal from child care, frequent and/or unexplained absences, unexplained injuries, or other signs of mistreatment or insufficient supervision.

10.) Inspections by Other Agencies: Any Child Care Center exempt from licensure and under the auspices of a religious or educational organization will provide the COALITION with a copy of all inspections conducted by the overseeing religious or educational entity, county environmental health unit and local Fire Marshall. In addition, exempt child care centers are required to have an annual fire inspection. All inspection results will be submitted to the COALITION within 30 days of completion. (Does not apply to DCF licensed programs and Public Schools as all inspection information is currently available as public record.)

11.) Classroom Attendance: The PROVIDER agrees to ensure that each classroom teacher has a daily, current and "real-time" attendance list at all times.

12.) Reporting Child Injuries: The PROVIDER agrees to promptly notify the COALITION if a SR or VPK child has sustained a serious injury while in the care of the PROVIDER. An incident report must be completed and a copy forwarded to the COALITION within 24 hours. [Emergency notification to parents is required by Rule 65C-22.004 (2) (d), 22.008 (3) (m), and Rule 65C-20.010 (3) (b), Florida Administrative Code.]

13.) Staff Information: The PROVIDER agrees to promptly comply with all requests for information relating to the names, identity and background screening information of all teachers and child care personnel having contact with children in their care.

14.) Direct Deposit: PROVIDER agrees to comply with direct deposit of all child care reimbursements made to the PROVIDER on behalf of the COALITION. Any exceptions must be approved by the COALITION.

15.) COALITION Right to Evaluate PROVIDER's Performance: The PROVIDER understands and agrees that that the COALITION has the right to monitor the PROVIDER's compliance with the Provider Agreement, legal requirements and COALITION policies. COALITION will review the PROVIDER's compliance and evaluate the PROVIDER's past and present performance when considering renewal of a contract each fiscal year.

16.) COALITION Right to Terminate Agreement: The PROVIDER understands that the COALITION has a right to terminate the Provider Agreement at any time for Cause. "Cause" is defined as: a) The failure to comply with the terms of the Provider Agreement or policies, laws, rules or regulations referenced therein, or the violation of any laws, rules or regulations promulgated by the State of Florida in general, b) Action, or lack of action, which threaten, or potentially threaten, the health, safety or welfare of children, c) Acts of fraud or other forms of misconduct that threaten the integrity of the School Readiness Program or COALITION, or any other issue the COALITION deems inconsistent with the goals, objectives or values of the COALITION.

SIGNATURES

The **PROVIDER** acknowledges they have read this **ADDENDUM** to the 2009-10 Provider Agreement for School Readiness Services and agrees to comply with the terms within this document.

Signature Date

Print Name Title

Telephone: _____ Email: _____

Specify Position: Director Owner Operator Principal Other

The **COALITION** acknowledges this **ADDENDUM 2009-10 Provider Agreement for School Readiness Services** and agrees to comply with the terms within this document.

Signature of COALITION CEO or Authorized Representative Date

Melanie Holaway _____ Director of School Readiness Services