

Sapulpa Public Schools

Contractual Agreement For Occupational Therapy Services

This agreement is between Sapulpa Public Schools (hereinafter referred to as school) and Lindsay Biggs MS, OTR/L (hereinafter referred to as therapist) wherein good and valuable consideration it is hereby agreed that the therapist being licensed by the Oklahoma Board of Examiners for Occupational Therapy (Registered Occupational Therapist) to provide occupational therapy services according to the following stipulated provisions:

1. Therapist agrees during the term of this agreement to be covered by adequate professional liability and malpractice insurance.
2. The school shall take all necessary steps to assure provision of and complete access by the therapist to all records, supplies, and equipment within the school necessary for the performance of services described herein.
3. Therapist agrees not to bill Medicaid individually for Occupational and Physical Therapy, but will provide the school with required documentation needed for them to bill.
4. Therapist agrees to retain as confidential all information relating to policies, procedures, and resources of the school provided. However, the therapist reserves the express right to act as a consultant to any other school or related instruction during the term of this agreement or subsequent thereto.
5. Therapist shall devote sufficient number of hours based on the needs of the school to carry out the above responsibilities. However therapist will be reimbursed for hours worked regardless of actual units billed to Medicaid.
6. In consideration of the services to be performed, the school agrees to pay the therapist the fees listed below. Billing will be made monthly to the school. Payment is to be made within 15 (15) days of receipt of invoice for services rendered.
7. \$75 per hour to include diagnostics, formal evaluations, screenings, direct treatment, consultation, IEP meetings (when applicable), trainings, and/or monitoring. OT will provide school with a minimum of 24hrs per week.
8. For any other services requested by school such as but not limited to classroom modifications and development of sensory rooms and strategies within school and classrooms, there will be a negotiated rate put into agreement between Lindsay Biggs and Sapulpa Public Schools.
9. School will be charged .25hrs for virtual no shows. OT will provide reminders prior to each virtual session.
10. If school is unable to be in session due to COVID-19, OT will provide virtual session when needed.

11. OT will provide the school with summer packets for each student that is actively on caseload.
12. School will be charged \$75 per hour during school start up and school closing. During this time OT will be developing schedules, review of IEP's, and introduction to new schools.
13. Sapulpa will reimburse either mileage or drive-time, whichever is agreed upon with both parties.

This contract will be in effect for the 2026-2027 school year. This agreement shall not be assignable by either party; however, this agreement may be modified or terminated by either party provided that the other party gives thirty (30) days written notice.

Signed:

Lindsay Biggs MS, OTR/L

Date

Larry Hoover, Board President, Sapulpa Public Schools

Date