MSAA AMENDING AGREEMENT

THIS AMENDING AGREEMENT (the "Agreement") is made as of the 1st day of April, 2017

B E T W E E N:

Central Local Health integration Network (the "LHIN")

AND

Alzheimer Society Of York Region (the "HSP")

WHEREAS the LHIN and the HSP (together the "Parties") entered into a multi-sector service accountability agreement that took effect April 1, 2014 (the "MSAA");

AND WHEREAS the LHIN and the HSP have agreed to extend the MSAA for a twelve month period to March 31, 2018;

NOW THEREFORE in consideration of mutual promises and agreements contained in this Agreement and other good and valuable consideration, the parties agree as follows.

1.0 Definitions. Except as otherwise defined in this Agreement, all terms shall have the meaning ascribed to them in the MSAA. References in this Agreement to the MSAA mean the MSAA as amended and extended.

2.0 Amendments.

2.1 Agreed Amendments. The MSAA is amended as set out in this Article 2.

2.2 Amended Definitions.

(a) The following terms have the following meanings.

For the Funding Year beginning April 1, 2017, "**Schedule**" means any one, and "**Schedules**" means any two or more as the context requires, of the Schedules in effect for the Funding Year that began April 1, 2016 ("2016-17"), except that any Schedules in effect for the 2016-17 with the same name as Schedules listed below and appended to this Agreement are replaced by those Schedules listed below and appended to this Agreement.

Schedule A: Description of Services
Schedule B: Service Plan
Schedule C: Reports
Schedule D: Directives, Guidelines and Policies
Schedule E: Performance

2.3 Term. This Agreement and the MSAA will terminate on March 31, 2018.

3.0 Effective Date. The amendments set out in Article 2 shall take effect on April 1, 2017. All other terms of the MSAA shall remain in full force and effect.

4.0 **Governing Law.** This Agreement and the rights, obligations and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein.

5.0 **Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

6.0 **Entire Agreement**. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

Central Local Health integration Network

By:

Warren Jestin, Chair — Date: May 16/17

And by:

Kim Baker, Chief Executive Officer — Date: May 16/17

Alzheimer Society Of York Region

By:

Zahid Selman, Board Chair — Date: April 4, 2017

And by:

Loren Freid, Executive Director — Date: April 3/17

Schedule A1: Description of Services
2017-2018

Health Service Provider: Alzheimer Society Of York Region

Services Provided within LHIN Funding

Service	Catchment Area Served																						
	Within LHIN							Other LHIN Areas															
	North York Central	North York West	Northern York Region	Eastern York Region	Western York Region	South Simcoe	All	ES	SW	WW	HNHB	CW	MH	TC	CE	SE	CH	NS	NE	NW
72 5 50 96 10 Health Prom/Educ & Dev - General Geriatric			X	X	X																		
72 5 82 20 CSS IH - Day Services			X	X	X																		
72 5 82 50 CSS IH - Caregiver Support			X	X	X																		

Schedule A2: Population and Geography

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Client Population

AS York targets programs and services for persons and families coping and living with Alzheimer's disease and related dementias (ADRD).

ADRD is primarily a disease that is diagnosed in persons over the age of 65, however it can also be diagnosed in individuals who are much younger. Our day program clients are generally seniors (adults over the age of 65) but we also service individuals who are diagnosed who are younger. Currently our day program clients age range from 43 to 94; the average age of our clients is 81 years old. We service slightly more women then men in the day programs (55% female). Our Caregiver Support and Education program services individuals who range in age from 18 to 95. Family caregivers are predominately female (75%). Many of the caregiver are spouses (45%) who are seniors. The remaining 55% of our caregivers are adult children who are most likely to be working outside the home or who are caring for families of their own. ADRD affects persons of all races, all ethnicities, all faiths, all socio-economic backgrounds and all sexual orientations.

Geography Served

AS York provides service with the Region of York. Service is provided in all nine municipalities within the Region (Vaughan, Markham, Richmond Hill, Aurora, Newmarket, King City, Whitchurch-Stouffville, East Gwillimbury, and Georgina). Day program sites are located 10 Harlech Court, Thornhill; 2-240 Edward Street, Aurora; 12184 Ninth Line, Stouffville (Parkview Village). The Public Education, First Link and Caregiver Support programs are delivered throughout the Region.

Schedule B1: Total LHIN Funding

2017-2018

Health Service Provider: Alzheimer Society Of York Region

LHIN Program Revenue & Expenses	Row #	Account: Financial (F) Reference OHRS VERSION 10.0	2017-2018 Plan Target
REVENUE			
LHIN Global Base Allocation	1	F 11006	$1,746,410
HBAM Funding (CCAC only)	2	F 11005	$0
Quality-Based Procedures (CCAC only)	3	F 11004	$0
MOHLTC Base Allocation	4	F 11010	$0
MOHLTC Other funding envelopes	5	F 11014	$0
LHIN One Time	6	F 11008	$0
MOHLTC One Time	7	F 11012	$0
Paymaster Flow Through	8	F 11019	$0
Service Recipient Revenue	9	F 11050 to 11090	$263,201
Subtotal Revenue LHIN/MOHLTC	**10**	**Sum of Rows 1 to 9**	**$2,009,611**
Recoveries from External/Internal Sources	11	F 120*	$0
Donations	12	F 140*	$0
Other Funding Sources & Other Revenue	13	F 130* to 190*, 110*, [excl. F 11006, 11008, 11010, 11012, 11014, 11019, 11050 to 11090, 131*, 140*, 141*, 151*]	$0
Subtotal Other Revenues	**14**	**Sum of Rows 11 to 13**	**$0**
TOTAL REVENUE FUND TYPE 2	**15**	**Sum of Rows 10 and 14**	**$2,009,611**
EXPENSES			
Compensation			
Salaries (Worked hours + Benefit hours cost)	17	F 31010, 31030, 31090, 35010, 35030, 35090	$1,290,680
Benefit Contributions	18	F 31040 to 31085 , 35040 to 35085	$235,920
Employee Future Benefit Compensation	19	F 305*	$0
Physician Compensation	20	F 390*	$0
Physician Assistant Compensation	21	F 390*	$0
Nurse Practitioner Compensation	22	F 380*	$0
Physiotherapist Compensation (Row 128)	23	F 350*	$0
Chiropractor Compensation (Row 129)	24	F 390*	$0
All Other Medical Staff Compensation	25	F 390*, [excl. F 39092]	$0
Sessional Fees	26	F 39092	$0
Service Costs			
Med/Surgical Supplies & Drugs	27	F 460*, 465*, 560*, 565*	$0
Supplies & Sundry Expenses	28	F 4*, 5*, 6*, [excl. F 460*, 465*, 560*, 565*, 69596, 69571, 72000, 62800, 45100, 69700]	$264,177
Community One Time Expense	29	F 69596	$0
Equipment Expenses	30	F 7*, [excl. F 750*, 780*]	$7,000
Amortization on Major Equip, Software License & Fees	31	F 750* , 780*	$9,730
Contracted Out Expense	32	F 8*	$0
Buildings & Grounds Expenses	33	F 9*, [excl. F 950*]	$204,504
Building Amortization	34	F 9*	$0
TOTAL EXPENSES FUND TYPE 2	**35**	**Sum of Rows 17 to 34**	**$2,012,011**
NET SURPLUS/(DEFICIT) FROM OPERATIONS	**36**	**Row 15 minus Row 35**	**($2,400)**
Amortization - Grants/Donations Revenue	37	F 131*, 141* & 151*	$2,400
SURPLUS/DEFICIT Incl. Amortization of Grants/Donations	**38**	**Sum of Rows 36 to 37**	**$0**
FUND TYPE 3 - OTHER			
Total Revenue (Type 3)	39	F 1*	$706,860
Total Expenses (Type 3)	40	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	$706,860
NET SURPLUS/(DEFICIT) FUND TYPE 3	**41**	**Row 39 minus Row 40**	**$0**
FUND TYPE 1 - HOSPITAL			
Total Revenue (Type 1)	42	F 1*	$0
Total Expenses (Type 1)	43	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	$0
NET SURPLUS/(DEFICIT) FUND TYPE 1	**44**	**Row 42 minus Row 43**	**$0**
ALL FUND TYPES			
Total Revenue (All Funds)	45	Line 15 + line 39 + line 42	$2,718,871
Total Expenses (All Funds)	46	Line 16 + line 40 + line 43	$2,718,871
NET SURPLUS/(DEFICIT) ALL FUND TYPES	**47**	**Row 45 minus Row 46**	**$0**
Total Admin Expenses Allocated to the TPBEs			
Undistributed Accounting Centres	48	82*	$0
Plant Operations	49	72 1*	$216,746
Volunteer Services	50	72 1*	$0
Information Systems Support	51	72 1*	$5,190
General Administration	52	72 1*	$205,630
Other Administrative Expenses	53	72 1*	$0
Admin & Support Services	54	72 1*	**$427,566**
Management Clinical Services	55	72 5 05	$0
Medical Resources	56	72 5 07	$0
Total Admin & Undistributed Expenses	**57**	**Sum of Rows 48, 54, 55-56 (included in Fund Type 2 expenses above)**	**$427,566**

Schedule B2: Clinical Activity- Summary

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Service Category 2017-2018 Budget	OHRS Framework Level 3	Full-time equivalents (FTE)	Visits F2F, Tel.,In-House, Cont. Out	Not Uniquely Identified Service Recipient Interactions	Hours of Care In-House & Contracted Out	Inpatient/Resident Days	Attendance Days Face-to-Face	Group Sessions (# of group sessions-not individuals)	Meal Delivered-Combined	Group Participant Attendances (Reg & Non-Reg)	Service Provider Interactions	Service Provider Group Interactions	Mental Health Sessions
Health Promotion and Education	72 5 50	1.00	0	9,000	0	0	0	0	0	0	0	0	0
CSS In-Home and Community Services (CSS IH COM)	72 5 82*	27.00	10,908	0	0	0	16,300	0	0	0	0	0	0

Schedule C: Reports

Community Support Services

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Only those requirements listed below that relate to the programs and services that are funded by the LHIN will be applicable.

A list of reporting requirements and related submission dates is set out below. Unless otherwise indicated, the HSP is only required to provide information that is related to the funding that is provided under this Agreement. Reports that require full entity reporting are followed by an asterisk *.

OHRS/MIS Trial Balance Submission (through OHFS)	
2014-2015	**Due Dates (Must pass 3c Edits)**
2014-15 Q1	*Not required 2014-15*
2014-15 Q2	October 31, 2014
2014-15 Q3	January 31, 2015
2014-15 Q4	May 30, 2015
2015-16	**Due Dates (Must pass 3c Edits)**
2015-16 Q1	*Not required 2015-16*
2015-16 Q2	October 31, 2015
2015-16 Q3	January 31, 2016
2015-16 Q4	May 31, 2016
2016-17	**Due Dates (Must pass 3c Edits)**
2016-17 Q1	*Not required 2016-17*
2016-17 Q2	October 31, 2016
2016-17 Q3	January 31, 2017
2016-17 Q4	May 31, 2017
2017-18	**Due Dates (Must pass 3c Edits)**
2017-18 Q1	*Not required 2017-18*
2017-18 Q2	October 31, 2017
2017-18 Q3	January 31, 2018
2017-18 Q4	May 31, 2018

Supplementary Reporting - Quarterly Report (through SRI)	
2014-2015	**Due five (5) business days following Trial Balance Submission Due Date**
2014-15 Q2	November 7, 2014
2014-15 Q3	February 7, 2015
2014-15 Q4	June 7, 2015 – Supplementary Reporting Due
2015-2016	**Due five (5) business days following Trial Balance Submission Due Date**
2015-16 Q2	November 7, 2015
2015-16 Q3	February 7, 2016
2015-16 Q4	June 7, 2016 – Supplementary Reporting Due
2016-2017	**Due five (5) business days following Trial Balance Submission Due Date**
2016-17 Q2	November 7, 2016
2016-17 Q3	February 7, 2017
2016-17 Q4	June 7, 2017 – Supplementary Reporting Due
2017-18	**Due five (5) business days following Trial Balance Submission Due Date**
2017-18 Q2	November 7, 2017
2017-18 Q3	February 7, 2018
2017-18 Q4	June 7, 2018 – Supplementary Reporting Due

Schedule C: Reports

Community Support Services

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Annual Reconciliation Report (ARR) through SRI and paper copy submission* (All HSPs must submit both paper copy ARR submission, duly signed, to the Ministry and the respective LHIN where funding is provided; soft copy to be provided through SRI)	
Fiscal Year	**Due Date**
2014-15 ARR	June 30, 2015
2015-16 ARR	June 30, 2016
2016-17 ARR	June 30, 2017
2017-18 ARR	June 30, 2018

Board Approved Audited Financial Statements * (All HSPs must submit both paper copy Board Approved Audited Financial Statements, to the Ministry and the respective LHIN where funding is provided; soft copy to be uploaded to SRI)	
Fiscal Year	**Due Date**
2014-15	June 30, 2015
2015-16	June 30, 2016
2016-17	June 30, 2017
2017-18	June 30, 2018

Declaration of Compliance	
Fiscal Year	**Due Date**
2014-15	June 30, 2015
2015-16	June 30, 2016
2016-17	June 30, 2017
2017-18	June 30, 2018

Community Support Services – Other Reporting Requirements		
Requirement	**Due Date**	
French Language Service Report	2014-15	April 30, 2015
	2015-16	April 30, 2016
	2016-17	April 30, 2017
	2017-18	April 30, 2018

Schedule D: Directives, Guidelines and Policies

Community Support Services

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Only those requirements listed below that relate to the programs and services that are funded by the LHIN will be applicable.

▪ **Personal Support Services Wage Enhancement Directive, 2014**
▪ **2014 Addendum to Directive to LHINs: Personal Support Services Wage Enhancement**
▪ **2015 Addendum to Directive to LHINs: Personal Support Services Wage Enhancement**
▪ **2016 Addendum to Directive to LHINs: Personal Support Services Wage Enhancement**
▪ **Community Financial Policy, 2015**
▪ **Policy Guideline for CCAC and CSS Collaborative Home and Community-Based Care Coordination, 2014**
▪ **Policy Guideline Relating to the Delivery of Personal Support Services by CCACs and CSS Agencies, 2014**
▪ **Protocol for the Approval of Agencies under the Home Care and Community Services Act, 2012**
▪ **Assisted Living Services for High Risk Seniors Policy, 2011 (ALS-HRS)**
▪ **Community Support Services Complaints Policy (2004)**
▪ **Assisted Living Services in Supportive Housing Policy and Implementation Guidelines (1994)**
▪ **Attendant Outreach Service Policy Guidelines and Operational Standards (1996)**
▪ **Screening of Personal Support Workers (2003)**
▪ **Ontario Healthcare Reporting Standards – OHRS/MIS – most current version available to applicable year**
▪ **Guideline for Community Health Service Providers Audits and Reviews, August 2012**

Schedule E1: Core Indicators

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Performance Indicators	2017-2018 Target	Performance Standard
*Balanced Budget - Fund Type 2	$0	>=0
Proportion of Budget Spent on Administration	Refer to Schedule E3a	-
**Percentage Total Margin	0.00%	>= 0%
Percentage of Alternate Level of Care (ALC) days (closed cases)	TBD	-
Variance Forecast to Actual Expenditures	0.0%	< 5%
Variance Forecast to Actual Units of Service	0.0%	< 5%
Service Activity by Functional Centre	Refer to Schedule E2a	-
Number of Individuals Served	Refer to Schedule E3a	-
Alternate Level of Care (ALC) Rate	TBD	-

Explanatory Indicators
Cost per Unit Service (by Functional Centre)
Cost per Individual Served (by Program/Service/Functional Centre)
Client Experience

* Balanced Budget Fund Type 2: HSP's are required to submit a balanced budget

** No negative variance is accepted for Total Margin

Schedule E2a: Clinical Activity- Detail

2017-2018

Health Service Provider: Alzheimer Society Of York Region

OHRS Description & Functional Centre * These values are provided for information purposes only. They are not Accountability Indicators.		2017-2018 Target	2017-2018 Performance Standard
Administration and Support Services 72 1*			
*** Full-time equivalents (FTE)**	72 1*	**4.00**	n/a
***Total Cost for Functional Centre**	72 1*	**$427,566**	n/a
Health Prom/Educ & Dev - General Geriatric 72 5 50 96 10			
*** Full-time equivalents (FTE)**	72 5 50 96 10	**1.00**	n/a
Not Uniquely Identified Service Recipient Interactions	72 5 50 96 10	**9,000**	8550 - 9450
***Total Cost for Functional Centre**	72 5 50 96 10	**$86,505**	n/a
CSS IH - Day Services 72 5 82 20			
*** Full-time equivalents (FTE)**	72 5 82 20	**18.00**	n/a
Attendance Days Face-to-Face	72 5 82 20	**16,300**	15485 - 17115
***Total Cost for Functional Centre**	72 5 82 20	**$980,965**	n/a
CSS IH - Caregiver Support 72 5 82 50			
*** Full-time equivalents (FTE)**	72 5 82 50	**9.00**	n/a
Visits	72 5 82 50	**10,908**	10363 - 11453
***Total Cost for Functional Centre**	72 5 82 50	**$516,975**	n/a
ACTIVITY SUMMARY			
Total Full-Time Equivalents for all F/C		**32.00**	
Total Visits for all F/C		**10,908**	
Total Not Uniquely Identified Service Recipient Interactions for all F/C		**9,000**	
Total Attendance Days for all F/C		**16,300**	
Total Cost for All F/C		**2,012,011**	

Schedule E2d: CSS Sector Specific Indicators

2017-2018

Health Service Provider: Alzheimer Society Of York Region

Performance Indicators	2017-2018 Target	Performance Standard
No Performance Indicators	-	-

Explanatory Indicators
Persons waiting for service (by functional centre)

Schedule E3a Local: All
2017-2018

Health Service Provider: Alzheimer Society Of York Region

Performance Indicators	2017-2018 Target	Performance Standard
Proportion of Budget Spent on Administration [1,2]	11.46%	≤ 15%
Number of Individuals Served by Organization [3]	1214	1093 - 1335

[1] Proportion of Budget Spent on Administration: (Total Admin and support Expenses - Program Rent) / (LHIN Base Allocation + Service Recipient Revenue)

[2] All Central LHIN HSPs are required to identify the cost related to Program Rent out of the total Administration and Support Expenses

[3] Central LHIN HSPs are required to report Total Unique Individuals Served by Organization