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May 19, 2015

Kathryn Irwin-Seguin
Executive Director
Monarch Recovery Services
405 Ramsey Road
Administrative Building
Sudbury, ON P3E 2Z5

Dear Kathryn,

Re: 2014-17 Multi-Sector Service Accountability Agreement

On behalf on the North East Local Health Integration Network (NE LHIN), please find enclosed two copies of the 2014/17 Multi-Sector Service Agreement (MSAA) as amended.

When the 2014-17 Community Accountability Planning Submission (CAPS) was prepared and the MSAA was signed between Monarch Recovery Services (HSP) and the NE LHIN, the budgeted financial data, service activities and performance indicators for the second and third year of the agreement (fiscal years 2015/16 and 2016/17) were replicated based on 2014/15 planning assumptions.

The LHIN has reviewed the HSP's updated data for 2015/16 and 2016/17 provided through the 2015/16 CAPS refresh process. Subject to the HSP's agreement, the MSAA will be amended effective April 1, 2015, by adding the amended Schedules B and E (Schedules) which are included in Appendix 1.

To the extent that there are any conflicts between the current MSAA and this amendment, the amendment will govern in respect of the Schedules. All other terms and conditions in the MSAA will remain the same.

…/2

Please indicate the HSP's acceptance of, and agreement to this amendment, by signing below and returning one copy of this letter to the LHIN at nelhinfinance@lhins.on.ca by May 22, 2015. If you have any questions or concerns please contact Barry Lajeunesse by email at barry.lajeunesse@lhins.on.ca.

The NE LHIN appreciates your collaboration and hard work during this 2015/16 MSAA refresh process. We look forward to maintaining a strong working relationship with you.

Sincerely,

Louise Paquette
Chief Executive Officer

LP/cl

Encl.: Appendix 1

cc.: Sherry Frizzell, Officer, NE LHIN

AGREED TO AND ACCEPTED BY:

Monarch Recovery Services

By:

_____ _____
Kathryn Irwin-Seguin, Executive Director Date
I have the authority to bind the HSP

And By:

_____ _____
Richard Picard, Board Chair Date
I have the authority to bind the HSP

Schedule B1: Total LHIN Funding
2015-2017

Health Service Provider: Monarch Recovery Services

LHIN Program Revenue & Expenses	Row #	Account: Financial (F) Reference OHRS VERSION 9.0	2015-2016 Plan Target	2016-2017 Plan Target
REVENUE				
LHIN Global Base Allocation	1	F 11006	$2,570,633	$2,570,633
HBAM Funding (CCAC only)	2	F 11005	$0	$0
Quality-Based Procedures (CCAC only)	3	F 11004	$0	$0
MOHLTC Base Allocation	4	F 11010	$0	$0
MOHLTC Other funding envelopes	5	F 11014	$0	$0
LHIN One Time	6	F 11008	$0	$0
MOHLTC One Time	7	F 11012	$0	$0
Paymaster Flow Through	8	F 11019	$0	$0
Service Recipient Revenue	9	F 11050 to 11090	$0	$0
Subtotal Revenue LHIN/MOHLTC	**10**	**Sum of Rows 1 to 9**	**$2,570,633**	**$2,570,633**
Recoveries from External/Internal Sources	11	F 120*	$0	$0
Donations	12	F 140*	$0	$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	$0
Subtotal Other Revenues	**14**	**Sum of Rows 11 to 13**	**$0**	**$0**
TOTAL REVENUE FUND TYPE 2	**15**	**Sum of Rows 10 and 14**	**$2,570,633**	**$2,570,633**
EXPENSES				
Compensation				
Salaries (Worked hours + Benefit hours cost)	17	F 31010, 31030, 31090, 35010, 35030, 35090	$1,877,548	$1,877,548
Benefit Contributions	18	F 31040 to 31085 , 35040 to 35085	$281,765	$281,765
Employee Future Benefit Compensation	19	F 305*	$0	$0
Physician Compensation	20	F 390*	$0	$0
Physician Assistant Compensation	21	F 390*	$0	$0
Nurse Practitioner Compensation	22	F 380*	$0	$0
Physiotherapist Compensation (Row 128)	23	F 350*	$0	$0
Chiropractor Compensation (Row 129)	24	F 390*	$0	$0
All Other Medical Staff Compensation	25	F 390*, [excl. F 39092]	$0	$0
Sessional Fees	26	F 39092	$10,316	$10,316
Service Costs				
Med/Surgical Supplies & Drugs	27	F 460*, 465*, 560*, 565*	$0	$0
Supplies & Sundry Expenses	28	F 4*, 5*, 6*, [excl. F 460*, 465*, 560*, 565*, 69596, 69571, 72000, 62800, 45100, 69700]	$317,352	$317,352
Community One Time Expense	29	F 69596	$0	$0
Equipment Expenses	30	F 7*, [excl. F 750*, 780*]	$17,500	$17,500
Amortization on Major Equip, Software License & Fees	31	F 750* , 780*	$0	$0
Contracted Out Expense	32	F 8*	$0	$0
Buildings & Grounds Expenses	33	F 9*, [excl. F 950*]	$66,152	$66,152
Building Amortization	34	F 9*	$0	$0
TOTAL EXPENSES FUND TYPE 2	**35**	**Sum of Rows 17 to 34**	**$2,570,633**	**$2,570,633**
NET SURPLUS/(DEFICIT) FROM OPERATIONS	**36**	**Row 15 minus Row 35**	**$0**	**$0**
Amortization - Grants/Donations Revenue	37	F 131*, 141* & 151*	$0	$0
SURPLUS/DEFICIT Incl. Amortization of Grants/Donations	**38**	**Sum of Rows 36 to 37**	**$0**	**$0**
FUND TYPE 3 - OTHER				
Total Revenue (Type 3)	39	F 1*	$177,633	$177,633
Total Expenses (Type 3)	40	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	$177,633	$177,633
NET SURPLUS/(DEFICIT) FUND TYPE 3	**41**	**Row 39 minus Row 40**	**$0**	**$0**
FUND TYPE 1 - HOSPITAL				
Total Revenue (Type 1)	42	F 1*	$0	$0
Total Expenses (Type 1)	43	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	$0	$0
NET SURPLUS/(DEFICIT) FUND TYPE 1	**44**	**Row 42 minus Row 43**	**$0**	**$0**
ALL FUND TYPES				
Total Revenue (All Funds)	45	Line 15 + line 39 + line 42	$2,748,266	$2,748,266
Total Expenses (All Funds)	46	Line 16 + line 40 + line 43	$2,748,266	$2,748,266
NET SURPLUS/(DEFICIT) ALL FUND TYPES	**47**	**Row 45 minus Row 46**	**$0**	**$0**
Total Admin Expenses Allocated to the TPBEs				
Undistributed Accounting Centres	48	82*	$0	$0
Admin & Support Services	49	72 1*	$1,004,179	$1,004,179
Management Clinical Services	50	72 5 05	$0	$0
Medical Resources	51	72 5 07	$0	$0
Total Admin & Undistributed Expenses	**52**	**Sum of Rows 46-50 (included in Fund Type 2 expenses above)**	**$1,004,179**	**$1,004,179**

Schedule B2: Clinical Activity- Summary
2015-2017

Health Service Provider: Monarch Recovery Services

Service Category 2015-2016 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	Individuals Served by Functional Centre	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
Case Management	72 5 09*	7	4,750	0	0	0	645	0	0	0	0	0	0	0
Primary Care- Clinics/Programs	72 5 10*	5	1,000	0	0	0	220	0	300	0	0	0	0	0
Residential-Addictions	72 5 40 78*	22	0	0	0	9,620	300	0	0	0	0	0	0	0

Service Category 2016-2017 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	Individuals Served by Functional Centre	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
Case Management	72 5 09*	7	4,750	0	0	0	645	0	0	0	0	0	0	0
Primary Care- Clinics/Programs	72 5 10*	5	1,000	0	0	0	220	0	300	0	0	0	0	0
Residential-Addictions	72 5 40 78*	22	0	0	0	9,620	300	0	0	0	0	0	0	0

Schedule E1: Core Indicators
2015-2017
Health Service Provider: Monarch Recovery Services

Performance Indicators	2015-2016 Target	Performance Standard	2016-2017 Target	Performance Standard
*Balanced Budget - Fund Type 2	$0	>=0	$0	>=0
Proportion of Budget Spent on Administration	39.1%	31.3 - 46.9%	39.1%	31.3 - 46.9%
**Percentage Total Margin	0.00%	>= 0%	0.00%	>= 0%
Percentage of Alternate Level of Care (ALC) days (closed cases)	17.0%	<18.7%	17.0%	<18.7%
Variance Forecast to Actual Expenditures	0	< 5%	0	< 5%
Variance Forecast to Actual Units of Service	0	< 5%	0	< 5%
Service Activity by Functional Centre	Refer to Schedule E2a	-	Refer to Schedule E2a	-
Number of Individuals Served	Refer to Schedule E2a	-	Refer to Schedule E2a	-

Explanatory Indicators
Cost per Unit Service (by Functional Centre)
Cost per Individual Served (by Program/Service/Functional Centre)
Client Experience
Budget Spent on Administration- AS General Administration 72 1 10
Budget Spent on Administration- AS Information Systems Support 72 1 25
Budget Spent on Administration- AS Volunteer Services 72 1 40
Budget Spent on Administration- AS Plant Operation 72 1 55

* 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
2015-2017

Health Service Provider: Monarch Recovery Services

OHRS Description & Functonal Centre [1] These values are provided for information purposes only. They are not Accountability Indicators.		2015-2016 Target	2015-2016 Performance Standard	2016-2017 Target	2016-2017 Performance Standard
Administration and Support Services 72 1*					
Full-time equivalents (FTE)	72 1*	**9.05**	n/a	**9.05**	n/a
Total Cost for Functional Centre	72 1*	**$775,204**	n/a	**$775,204**	n/a
Case Management/Supportive Counselling & Services - Addictions Supportive Housing 72 5 09 78 10					
Full-time equivalents (FTE)	72 5 09 78 10	**2.35**	n/a	**2.35**	n/a
Visits	72 5 09 78 10	**1,250**	1125 - 1375	**1,250**	1125 - 1375
Individuals Served by Functional Centre	72 5 09 78 10	**45**	36 - 54	**45**	36 - 54
Total Cost for Functional Centre	72 5 09 78 10	**$136,523**	n/a	**$136,523**	n/a
Case Management Addictions - Substance Abuse 72 5 09 78 11					
Full-time equivalents (FTE)	72 5 09 78 11	**4.27**	n/a	**4.27**	n/a
Visits	72 5 09 78 11	**3,500**	3150 - 3850	**3,500**	3150 - 3850
Individuals Served by Functional Centre	72 5 09 78 11	**600**	510 - 690	**600**	510 - 690
Total Cost for Functional Centre	72 5 09 78 11	**$251,189**	n/a	**$251,189**	n/a
Addictions Treatment-Substance Abuse 72 5 10 78 11					
Full-time equivalents (FTE)	72 5 10 78 11	**4.68**	n/a	**4.68**	n/a
Visits	72 5 10 78 11	**1,000**	900 - 1100	**1,000**	900 - 1100
Individuals Served by Functional Centre	72 5 10 78 11	**220**	176 - 264	**220**	176 - 264
Group Sessions	72 5 10 78 11	**300**	240 - 360	**300**	240 - 360
Total Cost for Functional Centre	72 5 10 78 11	**$234,680**	n/a	**$234,680**	n/a
COM Residential Addiction - Treatment Services-Substance Abuse 72 5 40 78 11					
Full-time equivalents (FTE)	72 5 40 78 11	**13.63**	n/a	**13.63**	n/a
Inpatient/Resident Days	72 5 40 78 11	**5,000**	4750 - 5250	**5,000**	4750 - 5250
Individuals Served by Functional Centre	72 5 40 78 11	**200**	160 - 240	**200**	160 - 240
Total Cost for Functional Centre	72 5 40 78 11	**$698,818**	n/a	**$698,818**	n/a
COM Residential Addiction - Supportive Treatment 72 5 40 78 30					
Full-time equivalents (FTE)	72 5 40 78 30	**8.10**	n/a	**8.10**	n/a
Inpatient/Resident Days	72 5 40 78 30	**4,620**	4158 - 5082	**4,620**	4158 - 5082
Individuals Served by Functional Centre	72 5 40 78 30	**100**	80 - 120	**100**	80 - 120
Total Cost for Functional Centre	72 5 40 78 30	**$474,221**	n/a	**$474,221**	n/a
ACTIVITY SUMMARY					
Total Full-Time Equivalents for all F/C		**42.08**	n/a	**42.08**	n/a
Total Visits for all F/C		**5,750**	5463 - 6038	**5,750**	5463 - 6038
Total Inpatient/Resident Days for all F/C		**9,620**	9139 - 10101	**9,620**	9139 - 10101
Total Individuals Served by Functional Centre for all F/C		**1,165**	1049 - 1282	**1,165**	1049 - 1282
Total Group Sessions for all F/C		**300**	240 - 360	**300**	240 - 360
Total Cost for All F/C		**$2,570,635**	n/a	**$2,570,635**	n/a