

Dr. Peter MeuserService Rates and Fee Breakdown

- (a) At a rate of \$240/hour up to a maximum of 35 hours to complete a standard parental capacity assessment report.
- (b) Travel expenses at the rate of \$160/hour and .50/km for actual time and distance incurred. Travel costs must be approved by MCFD prior to the delivery of services.
- (c) A maximum of \$100 for printing, copying and forwarding costs.

Payment will be made on submission of an invoice of form and content acceptable to the Province. Such an invoice must include the following information:

Supplier's name (must match name on contract)
Supplier's mailing address
Supplier's telephone/email address
Date of invoice
Unique invoice number
Reference to contract number
Description of service(s) provided
Date of service(s) completed
Unit cost (if applicable)
Details of expense(s) for reimbursement (if applicable)
Total cost invoiced

Dr. Peter MeuserService Rates and Fee Breakdown

(a) At a rate of \$240/hour up to a maximum of 36.75 hours to complete a standard parental capacity assessment report.

(b) Travel expenses at the rate of \$160/hour and .50/km for actual time and distance incurred. Travel costs must be approved by MCFD prior to the delivery of services.

(c) A maximum of \$100 for printing, copying and forwarding costs.

Payment will be made on submission of an invoice of form and content acceptable to the Province. Such an invoice must include the following information:

Supplier's name (must match name on contract)

Supplier's mailing address

Supplier's telephone/email address

Date of invoice

Unique invoice number

Reference to contract number

Description of service(s) provided

Date of service(s) completed

Unit cost (if applicable)

Details of expense(s) for reimbursement (if applicable)

Total cost invoiced



Ministry of
Children and Family
Development

MODIFICATION AGREEMENT

BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA,
represented by the Minister of Children and Family Development

AND

MEUSER, PETER, DR
(Legal Name)

BACKGROUND

- A. The parties entered into a Subsidiary Component Agreement KT13A2M001, beginning January 15, 2013.
B. The parties have agreed to modify the Agreement effective April 01, 2013.

AGREEMENT

Modifications have been made to the following attachments:

- Schedule A

Additional Information

1. In all other respects, the Agreement is confirmed.

The parties have duly executed this modification agreement as of the 1st day of April, 2013.

SIGNED AND DELIVERED on the _____ day of _____, _____ on behalf of the Province by its duly authorized representative Signature: _____ Print Name: <u>Dianne McNeill</u> Position: <u>Aboriginal Community Services Manager</u> Responsibility _____ Centre: _____	SIGNED AND DELIVERED on the _____ day of _____, _____ by or on behalf of the Contractor (or by its authorized signatory or signatories if the Contractor is a corporation) Signature: _____ Print Name: <u>Dr. Peter Meuser</u> Position: <u>Psychologist</u> Signature: _____ Print Name: _____ Position: _____ Signature: _____ Print Name: _____ Position: _____
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Ministry of
Children and Family
Development

SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M001
Agreement name: Parenting Capacity Assessment
SCHEDULE A

SCHEDULE A – SERVICES

SUMMARY

Term 15/01/2013 to 30/06/2013 *Total Amount of Component Agreement* **\$8,860.00**

Allocation by Programs and Services

Grouped Services		
<i>Psychological Assessments</i>		
Assessment - Parenting Capacity		\$8,860.00
Non-Program Services		
	Sub-Total	\$0.00
	Total	\$8,860.00

Allocation by Community

Communities Served		
Greater Victoria		\$0.00
	Total	\$0.00

Allocation by Business Area

Core Business Area	Business Area - Sub Business Area	
Child and Family Development		
	Family Development/Family Preservation and Reunification	\$8,860.00
	Sub-Total	\$8,860.00
	Total	\$8,860.00

Psychological Assessments

SERVICE: ASSESSMENT - PARENTING CAPACITY		Total Amount	\$8,860.00
Definitions	In-depth assessment related to family history and future capacity of parents to care for their child(ren) and/or youth.		
Project Code	18CA031		
Input	Psychologist		
Output Indicators	# Hours	Quantity	36.50
	# Recipients of One to One Services		1
Reporting Frequency			
Core Business Area	Child and Family Development		
Business Area	Family Development		
Sub Business Area	Family Preservation and Reunification		
Aboriginal	Yes		
Communities Served			
Greater Victoria	Recipient(s)	Parents/Caregivers	Amount \$8,860.00

This allocation is provided as an estimate.

Additional Descriptions

REPORTING

1) The Contractor will submit an individual psychological assessment report on the client by the end of the term of this agreement. A copy of the completed report will be provided in the form and content acceptable to the Province. A standardized parenting capacity assessment report requires the contractor to provide the following:

Number of sessions with the client including start and end date;
 Number of hours with client including start and end date;
 Number of hours testing and scoring and the results included;
 Number of hours interviewing children's mother and MCFD Social Worker including a start and end date;
 Number of hours of file and documentation review including a start and end date;
 Number of hours interviewing collaterals involved with the client including a start and end date;
 Number of hours of clinical and parent child observation including a start and end date;
 Number of hours to write the final report;
 Identify the total cost of the psychological assessment for the client including start and end date.

2) Provide monthly updates, or more frequently as requested by MCFD Social Worker, on the following:

- Attendance
- Client's compliance with assessment expectations
- Provide clinical opinion of client's progress and report on any safety issues that may have arisen during the assessment that would constitute as a child protection concern

A copy of the written report for BB will be sent to Kevin Lauder, Social Worker, Ministry of Children and Family Development, 103-7851 East Saanich Road, Saanichton, BC V8W 9S3

SERVICE DESCRIPTION

Psychological Assessment (Parenting Capacity Assessment of BB):

A standard psychological assessment will include:

7.50 hours for interviews with client, children's mother and MCFD Social Worker;
 1.50 hours of social and family history review;

3.0 hours for interviews with collaterals;
2.0 hours of clinical and parent child observation;
8.5 hours of psychological personality testing;
3.0 hours of file and documentation review;
11.0 hours to write report.

BUSINESS AREA OUTCOMES

- Families have an enhanced capacity to care for their children
- Extended Families and communities are actively engaged and caring for children
- Children and youth are healthy and have a sense of well-being
- Children and youth are free from abuse, neglect and exploitation
- Children and youth experience stability and permanence in their family and alternative family environment
- Children in care are engaged and successful at school and experience positive outcomes
- Children in care transition successfully to adulthood through appropriate supports and supportive relationships



Ministry of
Children and Family
Development

MODIFICATION AGREEMENT

BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA,
represented by the Minister of Children and Family Development

AND

MEUSER, PETER, DR
(Legal Name)

BACKGROUND

- A. The parties entered into a Subsidiary Component Agreement KT13A2M001, beginning January 15, 2013.
B. The parties have agreed to modify the Agreement effective July 26, 2013.

AGREEMENT

Modifications have been made to the following attachments:

- Schedule A

Additional Information

1. In all other respects, the Agreement is confirmed.

The parties have duly executed this modification agreement as of the 26th day of July, 2013.

SIGNED AND DELIVERED on the _____ day of _____, _____ on behalf of the Province by its duly authorized representative Signature: _____ Print Name: <u>Dianne McNeill</u> Position: <u>Aboriginal Community Services Manager</u> Responsibility _____ Centre: _____	SIGNED AND DELIVERED on the _____ day of _____, _____ by or on behalf of the Contractor (or by its authorized signatory or signatories if the Contractor is a corporation) Signature: _____ Print Name: <u>Dr. Peter Meuser</u> Position: <u>Psychologist</u> Signature: _____ Print Name: _____ Position: _____ Signature: _____ Print Name: _____ Position: _____
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Ministry of
Children and Family
Development

SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M001
Agreement name: Parenting Capacity Assessment
SCHEDULE A

SCHEDULE A – SERVICES

SUMMARY

Term 15/01/2013 to 09/09/2013 *Total Amount of Component Agreement* **\$8,860.00**

Allocation by Programs and Services

Grouped Services		
<i>Psychological Assessments</i>		
Assessment - Parenting Capacity		\$8,860.00
Non-Program Services		
	Sub-Total	\$0.00
	Total	\$8,860.00

Allocation by Community

Communities Served		
Greater Victoria		\$0.00
	Total	\$0.00

Allocation by Business Area

Core Business Area	Business Area - Sub Business Area	
Child and Family Development		
	Family Development/Family Preservation and Reunification	\$8,860.00
	Sub-Total	\$8,860.00
	Total	\$8,860.00

Psychological Assessments

SERVICE: ASSESSMENT - PARENTING CAPACITY		Total Amount	\$8,860.00
Definitions	In-depth assessment related to family history and future capacity of parents to care for their child(ren) and/or youth.		
Project Code	18CA031		
Input	Psychologist		
Output Indicators	# Recipients of One to One Services	Quantity	1
	# Hours		36.50
Reporting Frequency			
Core Business Area	Child and Family Development		
Business Area	Family Development		
Sub Business Area	Family Preservation and Reunification		
Aboriginal	Yes		
Communities Served			
Greater Victoria	Recipient(s)	Parents/Caregivers	Amount \$8,860.00

This allocation is provided as an estimate.

Additional Descriptions

REPORTING

1) The Contractor will submit an individual psychological assessment report on the client by the end of the term of this agreement. A copy of the completed report will be provided in the form and content acceptable to the Province. A standardized parenting capacity assessment report requires the contractor to provide the following:

Number of sessions with the client including start and end date;
 Number of hours with client including start and end date;
 Number of hours testing and scoring and the results included;
 Number of hours interviewing children's mother and MCFD Social Worker including a start and end date;
 Number of hours of file and documentation review including a start and end date;
 Number of hours interviewing collaterals involved with the client including a start and end date;
 Number of hours of clinical and parent child observation including a start and end date;
 Number of hours to write the final report;
 Identify the total cost of the psychological assessment for the client including start and end date.

2) Provide monthly updates, or more frequently as requested by MCFD Social Worker, on the following:

- Attendance
- Client's compliance with assessment expectations
- Provide clinical opinion of client's progress and report on any safety issues that may have arisen during the assessment that would constitute as a child protection concern

A copy of the written report for BB will be sent to Kevin Lauder, Social Worker, Ministry of Children and Family Development, 103-7851 East Saanich Road, Saanichton, BC V8W 9S3

SERVICE DESCRIPTION

Psychological Assessment (Parenting Capacity Assessment of BB):

A standard psychological assessment will include:

7.50 hours for interviews with client, children's mother and MCFD Social Worker;
 1.50 hours of social and family history review;

3.0 hours for interviews with collaterals;
2.0 hours of clinical and parent child observation;
8.5 hours of psychological personality testing;
3.0 hours of file and documentation review;
11.0 hours to write report.

BUSINESS AREA OUTCOMES

- Families have an enhanced capacity to care for their children
- Extended Families and communities are actively engaged and caring for children
- Children and youth are healthy and have a sense of well-being
- Children and youth are free from abuse, neglect and exploitation
- Children and youth experience stability and permanence in their family and alternative family environment
- Children in care are engaged and successful at school and experience positive outcomes
- Children in care transition successfully to adulthood through appropriate supports and supportive relationships



BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA,
represented by Minister Of Children and Family Development

The Province

(the "Province", the "Minister", a "Director", "we", "us", or "our" as applicable)

AND

Dr. Peter Meuser

(the "Contractor", "you", or "your" as applicable)

BACKGROUND

- A.** The parties entered into an agreement number KT13A2M001 and dated January 1, 2015,
2001, (the "Agreement").
- B.** The parties have agreed to modify the Agreement effective June 30, 2013.

AGREEMENT

The parties agree as follows:

1. To amend Schedule A as follows:

- To extend the end date to October 4, 2013.
- To provide an additional parenting capacity psychological assessment for V.R.

A standard psychological assessment will include:

- 11.50 hours for interviews with client and MCFD Social Worker;
- 1.50 hours of social and family history review;
- 3.0 hours for interviews with collaterals;
- 2.0 hours of clinical and parent child observation;
- 8.5 hours of psychological personality testing;
- 3.0 hours of file and documentation review;
- 11.0 hours to write report.
- To increase the interview hours for B.B. from 7.5 hrs to 11.5 hrs.

Reporting

- Time is of the essence in providing the parenting capacity assessments. The contractor agrees to provide completed parenting capacity assessments on B.B. and V.R. on or before **October 4, 2013.**

2. To amend Schedule B as follows:

The aggregate is increased by **\$11,140.00.**

3. In all other respects, the Agreement is confirmed.

The parties have duly executed this modification agreement as of the _____ day of _____, **2013**.

SIGNED AND DELIVERED on behalf of the Province by its authorized representative:

Authorized Representative

Name
Dianne McNeill

Title
Community Services Manager

SIGNED AND DELIVERED by or on behalf of the Contractor (or by an authorized signatory of the Contractor if a Corporation)

Contractor or Authorized Signatory

Name
Dr. Peter Meuser

Title
Psychologist

DISTRIBUTION: COPY 1 - FINANCIAL SERVICES DIVISION COPY 2 - CONTRACTOR COPY 3 - ORIGINATING OFFICE

SUBSIDIARY COMPONENT AGREEMENT (SCA)





Ministry of
Children and Family
Development

**SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M001**

Agreement Name: Parenting Capacity Assessment

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA, represented by
The Minister of Children and Family Development
(the "Province", "we", "us", or "our" as applicable) at the following
address:

140-4460 Chatterton Way
PO Box 9727 Stn Prov Govt
Victoria, British Columbia
Canada V8W 9S2
Authorized Email: Dianne.McNeill@gov.bc.ca

Fax Number: (250)952-4282

AND

MEUSER, PETER, DR
(Legal Name)

(the "Contractor", "you", or "your" as applicable) at the following
address:

9771 FOURTH ST
SIDNEY, BC
V8L 2Y9
Authorized Email: DrPeterMeuser@gmail.com

Fax Number: (250)656-4888

The term for the Subsidiary Component Agreement begins on: 15/01/2013 and ends on 31/03/2013
(Day/Month/Year) (Day/Month/Year)

THE PARTIES AGREE TO THE TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT AND OUTLINED BELOW.
THIS SUBSIDIARY COMPONENT AGREEMENT IS PART OF THE THIRD PARTY SERVICE AGREEMENT KT13A2M000:

APPLICABLE SCHEDULES:

- SCHEDULE A - SERVICES**
- SCHEDULE B - PAYMENT & FINANCIAL REPORTING**
- SCHEDULE C - APPROVED SUBCONTRACTOR(S)**
- SCHEDULE D - RISK MANAGEMENT & CONFLICT RESOLUTION**
- SCHEDULE E - AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT)**
- SCHEDULE H - ADDITIONAL TERMS**

SIGNED AND DELIVERED on the _____ day of _____,
_____ on behalf of the Province by its
duly authorized representative

Signature: _____

Print Name: Dianne McNeill

Position: Aboriginal Community Services Manager

Responsibility
Centre: SI AB COMM SRVS-MGR

SIGNED AND DELIVERED on the _____ day of _____,
_____ by or on behalf of the Contractor (or by its
authorized signatory or signatories if the Contractor is a corporation)

Signature: _____

Print Name: Dr. Peter Meuser Position: Psychologist

Signature: _____

Print Name: _____ Position: _____

Signature: _____

Print Name: _____ Position: _____

READ TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT



Ministry of
Children and Family
Development

SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M001
Agreement name: Parenting Capacity Assessment
SCHEDULE A

SCHEDULE A – SERVICES

SUMMARY

Term 15/01/2013 to 31/03/2013 *Total Amount of Component Agreement* **\$8,860.00**

Allocation by Programs and Services

Grouped Services		
<i>Psychological Assessments</i>		
Assessment - Parenting Capacity		\$8,860.00
Non-Program Services		
	Sub-Total	\$0.00
	Total	\$8,860.00

Allocation by Community

Communities Served		
Greater Victoria		\$8,860.00
	Total	\$8,860.00

Allocation by Business Area

Core Business Area	Business Area - Sub Business Area	
Child and Family Development		
	Family Development/Family Preservation and Reunification	\$8,860.00
	Sub-Total	\$8,860.00
	Total	\$8,860.00

Psychological Assessments

SERVICE: ASSESSMENT - PARENTING CAPACITY		Total Amount	\$8,860.00
Definitions	In-depth assessment related to family history and future capacity of parents to care for their child(ren) and/or youth.		
Project Code	18CA031		
Input	Psychologist		
Output Indicators	# Hours	Quantity	36.50
	# Recipients of One to One Services		1
Reporting Frequency			
Core Business Area	Child and Family Development		
Business Area	Family Development		
Sub Business Area	Family Preservation and Reunification		
Aboriginal	Yes		
Communities Served			
Greater Victoria	Recipient(s)	Parents/Caregivers	Amount \$8,860.00

This allocation is provided as an estimate.

Additional Descriptions

REPORTING

1) The Contractor will submit an individual psychological assessment report on the client by the end of the term of this agreement. A copy of the completed report will be provided in the form and content acceptable to the Province. A standardized parenting capacity assessment report requires the contractor to provide the following:

Number of sessions with the client including start and end date;
 Number of hours with client including start and end date;
 Number of hours testing and scoring and the results included;
 Number of hours interviewing children's mother and MCFD Social Worker including a start and end date;
 Number of hours of file and documentation review including a start and end date;
 Number of hours interviewing collaterals involved with the client including a start and end date;
 Number of hours of clinical and parent child observation including a start and end date;
 Number of hours to write the final report;
 Identify the total cost of the psychological assessment for the client including start and end date.

2) Provide monthly updates, or more frequently as requested by MCFD Social Worker, on the following:

- Attendance
- Client's compliance with assessment expectations
- Provide clinical opinion of client's progress and report on any safety issues that may have arisen during the assessment that would constitute as a child protection concern

A copy of the written report for BB will be sent to Kevin Lauder, Social Worker, Ministry of Children and Family Development, 103-7851 East Saanich Road, Saanichton, BC V8W 9S3

SERVICE DESCRIPTION

Psychological Assessment (Parenting Capacity Assessment of BB):


A standard psychological assessment will include:

7.50 hours for interviews with client, children's mother and MCFD Social Worker;
 1.50 hours of social and family history review;
 3.0 hours for interviews with collaterals;

2.0 hours of clinical and parent child observation;
8.5 hours of psychological personality testing;
3.0 hours of file and documentation review;
11.0 hours to write report.

BUSINESS AREA OUTCOMES

- Families have an enhanced capacity to care for their children
- Extended Families and communities are actively engaged and caring for children
- Children and youth are healthy and have a sense of well-being
- Children and youth are free from abuse, neglect and exploitation
- Children and youth experience stability and permanence in their family and alternative family environment
- Children in care are engaged and successful at school and experience positive outcomes
- Children in care transition successfully to adulthood through appropriate supports and supportive relationships

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M001 SCHEDULE B
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SCHEDULE B – PAYMENT & FINANCIAL REPORTING

Aggregate Maximum

- 1.1 Subject to the provisions of the Third Party Service Agreement and this Subsidiary Component Agreement, we will pay you an amount not exceeding \$8,860.00, including HST, in the aggregate, for providing the Services set out in Schedule A, during the term of this Subsidiary Component Agreement.

Payments

2.1 Variable

For Service: Assessment - Parenting Capacity

We will pay you, to a maximum amount of \$8,860.00, in accordance with the following payment schedule:

For service rates and fee breakdown, refer to Appendix 1.

2.2 Payment Address

9771 FOURTH ST SIDNEY, BC V8L 2Y9

Harmonized Sales Tax (HST)

Financial Reports

- 2.3 In addition to the financial statements referred to in the Audit and Service Evaluation section of KT13A2M000 any financial reports should, at a minimum, relate costs to service outputs. The following additional financial reports are required:

Not applicable

Transition to Unit Cost Based Payments


- 2.4 Not applicable

Attachments

Name

Appendix 1 - Service Rates and Fee
Breakdown

*Appendix 1 - Service Rates and Fee
Breakdown.docx*


 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M001 SCHEDULE C
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SCHEDULE C – APPROVED SUBCONTRACTOR(S)

Subcontractors

- 1.1 The following persons or organizations, are specified as Subcontractors under section 12 of the Third Party Service Agreement, for purposes of this Subsidiary Component Agreement:

None

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M001 SCHEDULE D
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SCHEDULE D – RISK MANAGEMENT & CONFLICT RESOLUTION

Criminal Record Check

- 1.1 In accordance with the Criminal Records Review Act, you must undertake a criminal record check of each staff member or other person who has, or potentially has, unsupervised access to children, or who has access to their records.
- 1.2 In addition to any criminal record checks required under the Criminal Records Review Act, you must undertake a criminal record check on volunteers or other individuals who have, or potentially have, unsupervised access to children or their records.
- 1.3 Upon our written request you must provide us written confirmation that:
 - (a) criminal record checks have been initiated;
 - (b) you have acted on instructions from the adjudicator or us; and
 - (c) all other related procedures have been followed.

Conflict Resolution Officials

- 2.1 The designated “Officials” of the parties for the purposes of the Conflict Resolution Protocol are:

	Province	Contractor
Stage One:	Community Services Manager or Designate	Psychologist
Stage Two:	Executive Director of Service	Psychologist
Stage Three:	Assistant Deputy Minister	Psychologist

Permits and Licenses

3.1 You must obtain all the permits and licenses required to perform the Services, including, but not limited to:

- (a) any permits or licenses required by municipal or health authorities for the operation of the Services delineated in Schedule A.
- (b) any municipal, provincial, federal permits and licenses required to provide the Services including motor vehicle licenses of the appropriate class to provide transportation to clients.

Insurance and Indemnity

A. For all Contractor's activities under this Agreement to which the Master Insurance Program applies, as determined by the Province in its sole discretion:

- 4.1 The Province will purchase and maintain Comprehensive General Liability insurance in the amount of \$2,000,000 inclusive per occurrence against bodily injury and property damage arising out of the Contractor's performance of the Services on behalf of the Province as outlined in this Agreement.
- 4.2 The Contractor shall be responsible for and pay any deductible under the policy.
- 4.3 The Contractor will be provided with a Certificate of Insurance and a copy of the insurance policy wording.
- 4.4 The Province will take reasonable steps to ensure the coverage specified in section 1 is continuous for the duration of this Agreement but the Province does not accept responsibility for providing coverage in the event the insurance is cancelled or reduced by the insurer.
- 4.5 The Province does not represent or warrant that the policy contains insurance for any and all losses. It is the Contractor's responsibility to ascertain the exact nature and extent of coverage of the policy as well as any and all terms and conditions of the policy.
- 4.6 The Contractor shall provide, maintain, and pay for, any additional insurance which the Contractor is required by law to carry, or which the Contractor considers necessary to cover risks not otherwise covered by insurance specified in section 1.

B. For all Contractor's activities to which the Master Insurance Program does not apply, the Contractor shall:

- 5.1 The Contractor must, without limiting its obligation or liabilities and at its own expense, purchase and maintain throughout the term of this Agreement the following insurances with insurers licensed in Canada in forms and amounts acceptable to the Province:
 - (a) Commercial General Liability in an amount not less than \$2,000,000.00 inclusive per occurrence against bodily injury, personal injury and property damage and including liability assumed under this Agreement and this insurance must:
 - (i) include the Province as an additional insured;
 - (ii) be endorsed to provide the Province with 30 days advance written notice of cancellation or material change; and
 - (iii) include a cross liability clause.
- 5.2 All insurance described in paragraph 1 of this Schedule must:
 - (a) be primary; and
 - (b) not require the sharing of any loss by any insurer of the Province.
- 5.3 The Contractor must provide the Province with evidence of all required insurance:

- (a) Within 10 working days of commencement of the Services, the Contractor must provide to the Province evidence of all required insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (b) If the insurance policy(ies) expire before the end of the term of this Agreement, the Contractor must provide within 10 working days of expiration, evidence of new or renewal policy(ies) of all expired insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (c) Notwithstanding paragraph 3(a) or (b) above, if requested by the Province at any time, the Contractor must provide to the Province certified copies of the required insurance policies.
- 5.4 The Contractor shall provide, maintain, and pay for, any additional insurance which it is required by law to carry, or which it considers necessary to cover risks not otherwise covered by insurance specified in this schedule in its sole discretion.


C. Whether A or B applies to the Services, for all Contractor activities under this Agreement:

- 6.1 The Contractor shall maintain Automobile Liability insurance on all vehicles owned, operated or licensed by the Contractor in an amount not less than \$2,000,000 per occurrence, and where applicable the Contractor may show evidence of this insurance using an ICBC Confirmation of Insurance Coverage (APV-47) form in place of the requirement for the BC Certificate of Insurance.
- 6.2 In addition to the standard insurance required under this Agreement, you must provide the following insurance:

Certificate of Insurance (attachment)

Attachments

Name	Certificate of Insurance	<i>Certificate of Insurance.docx</i>
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 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M001 SCHEDULE E
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SCHEDULE E – AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT)

Authorized Persons


- 1.1 The Contractor designates any of the following persons, (identified by name and/or position) to act for you in relation to this Subsidiary Component Agreement:

Dr. Peter Meuser, Psychologist

- 1.2 The Ministry designates any of the following persons (identify by name and/or position) to act for us in relation to this Subsidiary Component Agreement:

Dianne McNeill, Aboriginal Community Services Manager

Kevin Lauder, Consultant

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M001 SCHEDULE H
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SCHEDULE H – ADDITIONAL TERMS

Other

1. Notwithstanding Clause 55 (b) of the Third Party Service Agreement, the termination notice period for this Subsidiary Component Agreement is 30 days.

SUBSIDIARY COMPONENT AGREEMENT (SCA)





Ministry of
Children and Family
Development

**SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M002**

Agreement Name: Parenting Capacity Assessment

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA, represented by
The Minister of Children and Family Development
(the "Province", "we", "us", or "our" as applicable) at the following
address:

140 - 4460 Chatterton Way
PO box 9727 Stn Prov Govt
Victoria, British Columbia
Canada V8W 9S2
Authorized Email: Sarah.Bower@gov.bc.ca

Fax Number: (250)952-4282

AND

MEUSER, PETER, DR
(Legal Name)

(the "Contractor", "you", or "your" as applicable) at the following
address:

9771 Fourth Street
Sidney, British Columbia
Canada V8L 2Y9
Authorized Email: DrPeterMeuser@gmail.com

Fax Number: (250)656-4888

The term for the Subsidiary Component Agreement begins on: 15/03/2013 and ends on 15/09/2013
(Day/Month/Year) (Day/Month/Year)

THE PARTIES AGREE TO THE TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT AND OUTLINED BELOW.
THIS SUBSIDIARY COMPONENT AGREEMENT IS PART OF THE THIRD PARTY SERVICE AGREEMENT KT13A2M000:

APPLICABLE SCHEDULES:

- SCHEDULE A - SERVICES**
- SCHEDULE B - PAYMENT & FINANCIAL REPORTING**
- SCHEDULE C - APPROVED SUBCONTRACTOR(S)**
- SCHEDULE D - RISK MANAGEMENT & CONFLICT RESOLUTION**
- SCHEDULE E - AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT)**
- SCHEDULE H - ADDITIONAL TERMS**

SIGNED AND DELIVERED on the _____ day of _____,
_____ on behalf of the Province by its
duly authorized representative

Signature: _____

Print Name: Sarah Bower

Position: Community Services Manager or Designate

Responsibility
Centre: MGR COMM SRVS CORE VIC

SIGNED AND DELIVERED on the _____ day of _____,
_____ by or on behalf of the Contractor (or by its
authorized signatory or signatories if the Contractor is a corporation)

Signature: _____

Print Name: Peter, Dr Meuser Position: Psychologist

Signature: _____

Print Name: _____ Position: _____

Signature: _____

Print Name: _____ Position: _____

READ TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT



Ministry of
Children and Family
Development

SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M002

Agreement name: Parenting Capacity Assessment

SCHEDULE A

SCHEDULE A – SERVICES

SUMMARY

Term 15/03/2013 to 15/09/2013 *Total Amount of Component Agreement* **\$10,000.00**

Allocation by Programs and Services

Grouped Services		
<i>Psychological Assessments</i>		
Assessment - Parenting Capacity		\$10,000.00
Non-Program Services		
	Sub-Total	\$0.00
	Total	\$10,000.00

Allocation by Community

Communities Served		
Greater Victoria		\$10,000.00
	Total	\$10,000.00

Allocation by Business Area

Core Business Area	Business Area - Sub Business Area	
Child and Family Development		
	Family Development/Family Preservation and Reunification	\$10,000.00
	Sub-Total	\$10,000.00
	Total	\$10,000.00

Psychological Assessments

SERVICE: ASSESSMENT - PARENTING CAPACITY		Total Amount	\$10,000.00
Definitions	In-depth assessment related to family history and future capacity of parents to care for their child(ren) and/or youth.		
Project Code	18CA031		
Input	Psychologist		
Output Indicators	# Hours	Quantity	35
	# Recipients of One to One Services		1
Reporting Frequency			
Core Business Area	Child and Family Development		
Business Area	Family Development		
Sub Business Area	Family Preservation and Reunification		
Aboriginal	Yes		
Communities Served			
Greater Victoria	Recipient(s)	Parents/Caregivers	Amount \$10,000.00

This allocation is provided as an estimate.

Additional Descriptions

REPORTING

1) The Contractor will submit an individual psychological assessment report on the client by the end of the term of this agreement. A copy of the completed report will be provided in the form and content acceptable to the Province. A standardized parenting capacity assessment report requires the contractor to provide the following:

Number of sessions with the client including start and end date;
 Number of hours with client including start and end date;
 Number of hours testing and scoring and the results included;
 Number of hours interviewing children's mother and MCFD Social Worker including a start and end date;
 Number of hours of file and documentation review including a start and end date;
 Number of hours interviewing collaterals involved with the client including a start and end date;
 Number of hours of clinical and parent child observation including a start and end date;
 Number of hours to write the final report;
 Identify the total cost of the psychological assessment for the client including start and end date.

2) Provide monthly updates, or more frequently as requested by MCFD Social Worker, on the following:

- Attendance
- Client's compliance with assessment expectations
- Provide clinical opinion of client's progress and report on any safety issues that may have arisen during the assessment that would constitute as a child protection concern

A copy of the written report for CM will be sent to Luc Van Hanuse, Social Worker, Ministry of Children and Family Development, PO Box 9747 Stn Prov Govt, Victoria BC V8W 9S3

SERVICE DESCRIPTION

Psychological Assessment (Parenting Capacity Assessment of CM):


A standard psychological assessment will include:

- 3 full "in person" separate adult clinical psychological interviews with children's mother and MCFD Social Workers;

- Social and family history review;
- Interviews with collaterals;
- Clinical and parent child observation;
- Psychological personality testing;
- File and documentation review;
- Report writing

BUSINESS AREA OUTCOMES

- Families have an enhanced capacity to care for their children
- Extended Families and communities are actively engaged and caring for children
- Children and youth are healthy and have a sense of well-being
- Children and youth are free from abuse, neglect and exploitation
- Children and youth experience stability and permanence in their family and alternative family environment
- Children in care are engaged and successful at school and experience positive outcomes
- Children in care transition successfully to adulthood through appropriate supports and supportive relationships

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M002 SCHEDULE B
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SCHEDULE B – PAYMENT & FINANCIAL REPORTING

Aggregate Maximum

- 1.1 Subject to the provisions of the Third Party Service Agreement and this Subsidiary Component Agreement, we will pay you an amount not exceeding \$10,000.00, including GST, in the aggregate, for providing the Services set out in Schedule A, during the term of this Subsidiary Component Agreement.

Payments

2.1 Variable

For Service: Assessment - Parenting Capacity

We will pay you, to a maximum amount of \$10,000.00, in accordance with the following payment schedule:

For service rates and fee breakdown, refer to Appendix 1.

2.2 Payment Address

130-10030 RESTHAVEN DR SIDNEY, BC V8L 3G4

Goods and Services Tax (GST)


Financial Reports

- 2.3 In addition to the financial statements referred to in the Audit and Service Evaluation section of KT13A2M000 any financial reports should, at a minimum, relate costs to service outputs. The following additional financial reports are required:

Not applicable

Transition to Unit Cost Based Payments

- 2.4 Not applicable


 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M002 SCHEDULE C
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SCHEDULE C – APPROVED SUBCONTRACTOR(S)

Subcontractors

- 1.1 The following persons or organizations, are specified as Subcontractors under section 12 of the Third Party Service Agreement, for purposes of this Subsidiary Component Agreement:

None

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M002 SCHEDULE D
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SCHEDULE D – RISK MANAGEMENT & CONFLICT RESOLUTION

Criminal Record Check

- 1.1 In accordance with the Criminal Records Review Act, you must undertake a criminal record check of each staff member or other person who has, or potentially has, unsupervised access to children, or who has access to their records.
- 1.2 In addition to any criminal record checks required under the Criminal Records Review Act, you must undertake a criminal record check on volunteers or other individuals who have, or potentially have, unsupervised access to children or their records.
- 1.3 Upon our written request you must provide us written confirmation that:
 - (a) criminal record checks have been initiated;
 - (b) you have acted on instructions from the adjudicator or us; and
 - (c) all other related procedures have been followed.

Conflict Resolution Officials

- 2.1 The designated “Officials” of the parties for the purposes of the Conflict Resolution Protocol are:

	Province	Contractor
Stage One:	Community Services Manager or Designate	Psychologist
Stage Two:	Executive Director of Service	Psychologist
Stage Three:	Assistant Deputy Minister	Psychologist

Permits and Licenses

3.1 You must obtain all the permits and licenses required to perform the Services, including, but not limited to:

- (a) any permits or licenses required by municipal or health authorities for the operation of the Services delineated in Schedule A.
- (b) any municipal, provincial, federal permits and licenses required to provide the Services including motor vehicle licenses of the appropriate class to provide transportation to clients.

Insurance and Indemnity

A. For all Contractor's activities under this Agreement to which the Master Insurance Program applies, as determined by the Province in its sole discretion:

- 4.1 The Province will purchase and maintain Comprehensive General Liability insurance in the amount of \$2,000,000 inclusive per occurrence against bodily injury and property damage arising out of the Contractor's performance of the Services on behalf of the Province as outlined in this Agreement.
- 4.2 The Contractor shall be responsible for and pay any deductible under the policy.
- 4.3 The Contractor will be provided with a Certificate of Insurance and a copy of the insurance policy wording.
- 4.4 The Province will take reasonable steps to ensure the coverage specified in section 1 is continuous for the duration of this Agreement but the Province does not accept responsibility for providing coverage in the event the insurance is cancelled or reduced by the insurer.
- 4.5 The Province does not represent or warrant that the policy contains insurance for any and all losses. It is the Contractor's responsibility to ascertain the exact nature and extent of coverage of the policy as well as any and all terms and conditions of the policy.
- 4.6 The Contractor shall provide, maintain, and pay for, any additional insurance which the Contractor is required by law to carry, or which the Contractor considers necessary to cover risks not otherwise covered by insurance specified in section 1.

B. For all Contractor's activities to which the Master Insurance Program does not apply, the Contractor shall:


- 5.1 The Contractor must, without limiting its obligation or liabilities and at its own expense, purchase and maintain throughout the term of this Agreement the following insurances with insurers licensed in Canada in forms and amounts acceptable to the Province:
 - (a) Commercial General Liability in an amount not less than \$2,000,000.00 inclusive per occurrence against bodily injury, personal injury and property damage and including liability assumed under this Agreement and this insurance must:
 - (i) include the Province as an additional insured;
 - (ii) be endorsed to provide the Province with 30 days advance written notice of cancellation or material change; and
 - (iii) include a cross liability clause.
- 5.2 All insurance described in paragraph 1 of this Schedule must:
 - (a) be primary; and
 - (b) not require the sharing of any loss by any insurer of the Province.
- 5.3 The Contractor must provide the Province with evidence of all required insurance:

- (a) Within 10 working days of commencement of the Services, the Contractor must provide to the Province evidence of all required insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (b) If the insurance policy(ies) expire before the end of the term of this Agreement, the Contractor must provide within 10 working days of expiration, evidence of new or renewal policy(ies) of all expired insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (c) Notwithstanding paragraph 3(a) or (b) above, if requested by the Province at any time, the Contractor must provide to the Province certified copies of the required insurance policies.
- 5.4 The Contractor shall provide, maintain, and pay for, any additional insurance which it is required by law to carry, or which it considers necessary to cover risks not otherwise covered by insurance specified in this schedule in its sole discretion.

C. Whether A or B applies to the Services, for all Contractor activities under this Agreement:

- 6.1 The Contractor shall maintain Automobile Liability insurance on all vehicles owned, operated or licensed by the Contractor in an amount not less than \$2,000,000 per occurrence, and where applicable the Contractor may show evidence of this insurance using an ICBC Confirmation of Insurance Coverage (APV-47) form in place of the requirement for the BC Certificate of Insurance.
- 6.2 In addition to the standard insurance required under this Agreement, you must provide the following insurance:

Certificate of Insurance (attachment)

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M002 SCHEDULE E
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SCHEDULE E – AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT)


Authorized Persons

- 1.1 The Contractor designates any of the following persons, (identified by name and/or position) to act for you in relation to this Subsidiary Component Agreement:

Peter, Dr Meuser, Psychologist

- 1.2 The Ministry designates any of the following persons (identify by name and/or position) to act for us in relation to this Subsidiary Component Agreement:

Sarah Bower, Community Services Manager or Designate

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M002 SCHEDULE H
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SCHEDULE H – ADDITIONAL TERMS

Other

1. Notwithstanding Clause 55 (b) of the Third Party Service Agreement, the termination notice period for this Subsidiary Component Agreement is 30 days.

SUBSIDIARY COMPONENT AGREEMENT (SCA)





Ministry of
Children and Family
Development

**SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M003**

Agreement Name: Parenting Capacity Assessment

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA, represented by
The Minister of Children and Family Development
(the "Province", "we", "us", or "our" as applicable) at the following
address:

140 - 4460 Chatterton Way
PO Box 9727 Stn Prov Govt
Victoria, British Columbia
Canada V8W 9S2
Authorized Email: Patti.Simmons@gov.bc.ca

Fax Number: (250)952-4282

AND

MEUSER, PETER, DR
(Legal Name)

(the "Contractor", "you", or "your" as applicable) at the following
address:

9771 Fourth Street
Sidney, British Columbia
Canada V8L 2Y9
Authorized Email: DrPeterMeuser@gmail.com

Fax Number: (250)656-4888

The term for the Subsidiary Component Agreement begins on: 01/01/2013 and ends on 31/03/2013
(Day/Month/Year) (Day/Month/Year)

THE PARTIES AGREE TO THE TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT AND OUTLINED BELOW.
THIS SUBSIDIARY COMPONENT AGREEMENT IS PART OF THE THIRD PARTY SERVICE AGREEMENT KT13A2M000:

APPLICABLE SCHEDULES:

- | | |
|-------------------|--|
| SCHEDULE A | - SERVICES |
| SCHEDULE B | - PAYMENT & FINANCIAL REPORTING |
| SCHEDULE C | - APPROVED SUBCONTRACTOR(S) |
| SCHEDULE D | - RISK MANAGEMENT & CONFLICT RESOLUTION |
| SCHEDULE E | - AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT) |
| SCHEDULE H | - ADDITIONAL TERMS |

SIGNED AND DELIVERED on the _____ day of _____,
_____ on behalf of the Province by its
duly authorized representative

Signature: _____

Print Name: Patti Simmons

Position: Community Services Manager or Designate

Responsibility
Centre: MGR CS PEN & GLF IS

SIGNED AND DELIVERED on the _____ day of _____,
_____ by or on behalf of the Contractor (or by its
authorized signatory or signatories if the Contractor is a corporation)

Signature: _____

Print Name: Peter, Dr Meuser Position: Psychologist

Signature: _____

Print Name: _____ Position: _____

Signature: _____

Print Name: _____ Position: _____

READ TERMS ON THE ATTACHED PAGES OF THIS DOCUMENT



Ministry of
Children and Family
Development

SUBSIDIARY COMPONENT AGREEMENT:
KT13A2M003
Agreement name: Parenting Capacity Assessment
SCHEDULE A

SCHEDULE A – SERVICES

SUMMARY

Term 01/01/2013 to 31/03/2013 *Total Amount of Component Agreement* **\$8,800.00**

Allocation by Programs and Services

Grouped Services		
<i>Psychological Assessments</i>		
Assessment - Parenting Capacity		\$8,800.00
Non-Program Services		
	Sub-Total	\$0.00
	Total	\$8,800.00

Allocation by Community

Communities Served		
Greater Victoria		\$8,800.00
	Total	\$8,800.00

Allocation by Business Area

Core Business Area	Business Area - Sub Business Area	
Child and Family Development		
	Family Development/Family Preservation and Reunification	\$8,800.00
	Sub-Total	\$8,800.00
	Total	\$8,800.00

Psychological Assessments

SERVICE: ASSESSMENT - PARENTING CAPACITY		Total Amount	\$8,800.00
Definitions	In-depth assessment related to family history and future capacity of parents to care for their child(ren) and/or youth.		
Project Code	18CA031		
Input	Psychologist		
Output Indicators	# Recipients of One to One Services	Quantity	1
	# Hours		36.75
Reporting Frequency			
Core Business Area	Child and Family Development		
Business Area	Family Development		
Sub Business Area	Family Preservation and Reunification		
Aboriginal	Yes		
Communities Served			
Greater Victoria	Recipient(s)	Parents/Caregivers	Amount
			\$8,800.00

This allocation is provided as an estimate.

Additional Descriptions

SERVICE DESCRIPTION

Psychological Assessment (Parenting Capacity Assessment of EL):

A standard psychological assessment will include:

- 4 full "in person" separate adult clinical psychological interviews with child's mother and MCFD Social Workers;
- Social and family history review;
- Interviews with collaterals;
- Clinical and parent child observation;
- Psychological personality testing;
- File and documentation review;
- Report writing

REPORTING

1) The Contractor will submit an individual psychological assessment report on the client by the end of the term of this agreement. A copy of the completed report will be provided in the form and content acceptable to the Province. A standardized parenting capacity assessment report requires the contractor to provide the following:

Number of sessions with the client including start and end date;
 Number of hours with client including start and end date;
 Number of hours testing and scoring and the results included;
 Number of hours interviewing children's mother and MCFD Social Worker including a start and end date;
 Number of hours of file and documentation review including a start and end date;
 Number of hours interviewing collaterals involved with the client including a start and end date;
 Number of hours of clinical and parent child observation including a start and end date;
 Number of hours to write the final report;
 Identify the total cost of the psychological assessment for the client including start and end date.

2) Provide monthly updates, or more frequently as requested by MCFD Social Worker, on the following:


- Attendance

- Client's compliance with assessment expectations
- Provide clinical opinion of client's progress and report on any safety issues that may have arisen during the assessment that would constitute as a child protection concern

A copy of the written report for EL will be sent to Sarah Matthews, Social Worker, Ministry of Children and Family Development, PO Box 9710 Stn Prov Govt, Victoria BC V8W 9S1

BUSINESS AREA OUTCOMES

- Families have an enhanced capacity to care for their children
- Extended Families and communities are actively engaged and caring for children
- Children and youth are healthy and have a sense of well-being
- Children and youth are free from abuse, neglect and exploitation
- Children and youth experience stability and permanence in their family and alternative family environment
- Children in care are engaged and successful at school and experience positive outcomes
- Children in care transition successfully to adulthood through appropriate supports and supportive relationships

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M003 SCHEDULE B
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SCHEDULE B – PAYMENT & FINANCIAL REPORTING

Aggregate Maximum

- 1.1 Subject to the provisions of the Third Party Service Agreement and this Subsidiary Component Agreement, we will pay you an amount not exceeding \$8,800.00, including GST, in the aggregate, for providing the Services set out in Schedule A, during the term of this Subsidiary Component Agreement.

Payments

2.1 Variable

For Service: Assessment - Parenting Capacity

We will pay you, to a maximum amount of \$8,800.00, in accordance with the following payment schedule:

For service rates and fee breakdown, refer to Appendix 1.

2.2 Payment Address

130-10030 RESTHAVEN DR SIDNEY, BC V8L 3G4

Goods and Services Tax (GST)


Financial Reports

- 2.3 In addition to the financial statements referred to in the Audit and Service Evaluation section of KT13A2M000 any financial reports should, at a minimum, relate costs to service outputs. The following additional financial reports are required:

Not applicable

Transition to Unit Cost Based Payments

- 2.4 Not applicable


 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M003 SCHEDULE C
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SCHEDULE C – APPROVED SUBCONTRACTOR(S)

Subcontractors

- 1.1 The following persons or organizations, are specified as Subcontractors under section 12 of the Third Party Service Agreement, for purposes of this Subsidiary Component Agreement:

None

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M003 SCHEDULE D
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SCHEDULE D – RISK MANAGEMENT & CONFLICT RESOLUTION

Criminal Record Check

- 1.1 In accordance with the Criminal Records Review Act, you must undertake a criminal record check of each staff member or other person who has, or potentially has, unsupervised access to children, or who has access to their records.
- 1.2 In addition to any criminal record checks required under the Criminal Records Review Act, you must undertake a criminal record check on volunteers or other individuals who have, or potentially have, unsupervised access to children or their records.
- 1.3 Upon our written request you must provide us written confirmation that:
 - (a) criminal record checks have been initiated;
 - (b) you have acted on instructions from the adjudicator or us; and
 - (c) all other related procedures have been followed.

Conflict Resolution Officials

- 2.1 The designated “Officials” of the parties for the purposes of the Conflict Resolution Protocol are:

	Province	Contractor
Stage One:	Community Services Manager or Designate	Psychologist
Stage Two:	Executive Director of Service	Psychologist
Stage Three:	Assistant Deputy Minister	Psychologist

Permits and Licenses

3.1 You must obtain all the permits and licenses required to perform the Services, including, but not limited to:

- (a) any permits or licenses required by municipal or health authorities for the operation of the Services delineated in Schedule A.
- (b) any municipal, provincial, federal permits and licenses required to provide the Services including motor vehicle licenses of the appropriate class to provide transportation to clients.

Insurance and Indemnity

A. For all Contractor's activities under this Agreement to which the Master Insurance Program applies, as determined by the Province in its sole discretion:

- 4.1 The Province will purchase and maintain Comprehensive General Liability insurance in the amount of \$2,000,000 inclusive per occurrence against bodily injury and property damage arising out of the Contractor's performance of the Services on behalf of the Province as outlined in this Agreement.
- 4.2 The Contractor shall be responsible for and pay any deductible under the policy.
- 4.3 The Contractor will be provided with a Certificate of Insurance and a copy of the insurance policy wording.
- 4.4 The Province will take reasonable steps to ensure the coverage specified in section 1 is continuous for the duration of this Agreement but the Province does not accept responsibility for providing coverage in the event the insurance is cancelled or reduced by the insurer.
- 4.5 The Province does not represent or warrant that the policy contains insurance for any and all losses. It is the Contractor's responsibility to ascertain the exact nature and extent of coverage of the policy as well as any and all terms and conditions of the policy.
- 4.6 The Contractor shall provide, maintain, and pay for, any additional insurance which the Contractor is required by law to carry, or which the Contractor considers necessary to cover risks not otherwise covered by insurance specified in section 1.

B. For all Contractor's activities to which the Master Insurance Program does not apply, the Contractor shall:


- 5.1 The Contractor must, without limiting its obligation or liabilities and at its own expense, purchase and maintain throughout the term of this Agreement the following insurances with insurers licensed in Canada in forms and amounts acceptable to the Province:
 - (a) Commercial General Liability in an amount not less than \$2,000,000.00 inclusive per occurrence against bodily injury, personal injury and property damage and including liability assumed under this Agreement and this insurance must:
 - (i) include the Province as an additional insured;
 - (ii) be endorsed to provide the Province with 30 days advance written notice of cancellation or material change; and
 - (iii) include a cross liability clause.
- 5.2 All insurance described in paragraph 1 of this Schedule must:
 - (a) be primary; and
 - (b) not require the sharing of any loss by any insurer of the Province.
- 5.3 The Contractor must provide the Province with evidence of all required insurance:

- (a) Within 10 working days of commencement of the Services, the Contractor must provide to the Province evidence of all required insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (b) If the insurance policy(ies) expire before the end of the term of this Agreement, the Contractor must provide within 10 working days of expiration, evidence of new or renewal policy(ies) of all expired insurance in the form of a completed Province of British Columbia Certificate of Insurance.
 - (c) Notwithstanding paragraph 3(a) or (b) above, if requested by the Province at any time, the Contractor must provide to the Province certified copies of the required insurance policies.
- 5.4 The Contractor shall provide, maintain, and pay for, any additional insurance which it is required by law to carry, or which it considers necessary to cover risks not otherwise covered by insurance specified in this schedule in its sole discretion.

C. Whether A or B applies to the Services, for all Contractor activities under this Agreement:

- 6.1 The Contractor shall maintain Automobile Liability insurance on all vehicles owned, operated or licensed by the Contractor in an amount not less than \$2,000,000 per occurrence, and where applicable the Contractor may show evidence of this insurance using an ICBC Confirmation of Insurance Coverage (APV-47) form in place of the requirement for the BC Certificate of Insurance.
- 6.2 In addition to the standard insurance required under this Agreement, you must provide the following insurance:

Certificate of Insurance (attachment)

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M003 SCHEDULE E
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SCHEDULE E – AUTHORIZED PERSONS (FOR THE SUBSIDIARY COMPONENT AGREEMENT)


Authorized Persons

- 1.1 The Contractor designates any of the following persons, (identified by name and/or position) to act for you in relation to this Subsidiary Component Agreement:

Peter, Dr Meuser, Psychologist

- 1.2 The Ministry designates any of the following persons (identify by name and/or position) to act for us in relation to this Subsidiary Component Agreement:

Patti Simmons, Community Services Manager or Designate

 BRITISH COLUMBIA	Ministry of Children and Family Development	SUBSIDIARY COMPONENT AGREEMENT: KT13A2M003 SCHEDULE H
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SCHEDULE H – ADDITIONAL TERMS

Other

1. Notwithstanding Clause 55 (b) of the Third Party Service Agreement, the termination notice period for this Subsidiary Component Agreement is 30 days.