

**Ohio Department of Mental Health and Addiction Services (OhioMHAS)  
Sub-Recipient Conditions and Assurances - State Fiscal Year 2014  
Ohio Screening, Brief Intervention and Referral to Treatment (SBIRT)**

ADDITIONAL PROGRAM SPECIFIC AGREEMENTS and ASSURANCES

1. Funds will not be used to: provide cash payments to recipients of services, purchase or lease vehicles, supplant existing funds for staff or programs, cover capital improvement, construction, professional or credentialing fees, licenses or fines or penalties or to make food purchases.
2. Funds awarded as a result of this Application shall not be used for alcohol, tobacco or other drug or mental health treatment/rehabilitation and/or clinical assessments to determine a person's need for alcohol or other drug or mental health treatment, or for treatment services.
3. Programs and services shall be culturally and linguistically appropriate for the population served. Programs and services shall be culturally and linguistically appropriate for the population served. The SUB-AWARDEE is encouraged to adhere to and adopt the National Culturally and Linguistically Appropriate Services (CLAS) standards in Health and Health Care.
4. Travel, meals, and lodging rates cannot exceed the state of Ohio rates as set forth by the Ohio Office of Budget and Management (OBM) Travel Rule 126-1-02. For State Fiscal Year 2014, travel by privately owned automobiles for purposes related to the OhioMHAS allocation will be reimbursed at no more than the State of Ohio travel rate of \$0.52 cents per mile. Under the Travel Rule, OBM Director retains discretion to establish mileage reimbursement rate and review on a quarterly basis. Reimbursement rates for lodging within the Continental United States will be as set by the federal General Service Administration (GSA). Maximum rates for lodging and per diems for meals and incidentals are set by location. These rates are available at [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem). Overnight lodging may be reimbursed only when staff is traveling on official business and is either: (a) At a location greater than forty-five (45) miles of both the staff residence and headquarters, or (b) At a location greater than thirty (30) miles of both the staff's residence and headquarters for conference purposes. If lodging is at the conference site or a hotel identified in the conference registration materials as one of the conference hotels, it may be reimbursed at actual cost, provided such cost is reasonable as determined by the head of the agency. Reimbursement for meals is authorized only when overnight lodging is required. If conference event includes or provides a meal, the staff shall not be reimbursed for that same meal in the per diem rate. The OBM Travel Rule 126-1-02 is available on the OBM website at <http://obm.ohio.gov/MiscPages/TravelRule/>. If rates change, OhioMHAS will provide notification to the sub-recipient.
5. SUB-AWARDEE will be issued computer equipment to use for patient screenings. The SUB-AWARDEE is responsible for securing and maintaining the computer equipment in working

order. The SUB-AWARDEE must replace any damaged, lost or stolen computer equipment at the SUB-AWARDEE's cost. The computer equipment remains the property of the Department, and will be returned to the Department at the conclusion of the award period.

6. The SUB-AWARDEE agrees to participate in all training as requested by the Department, including, but not limited to: Motivational Interviewing (MI); SBIRT services, including instrument proficiency, linkage with EHRs, confidentiality, and telehealth; cultural competency in serving the elderly, LGBTQ (lesbian, gay, bisexual, transgender and questioning) persons, pregnant women, service members and veterans; population groups such as African Americans and Hispanics/Latinos(as), and influences of religious and culture beliefs, attitudes and values toward healthcare, substance use and mental illness; billing codes and cost reimbursement documentation; GPRA data collection and reporting; behavioral health and care coordination/integration; community issues and resources; and health disparities.
7. The SUB-AWARDEE will remain active with the Ohio Health Information Partnership health information exchange referred to as "CliniSync." The SUB-AWARDEE will follow CliniSync policies and procedures for the exchange of information.