

OKLAHOMA HEALTH CORPS

SITE AGREEMENT

1. Practice site will ensure professional (provider fees) charges for provided services will be set at the typical and customary rates in the practice site's area unless all services are free.
2. Practice site will be Certified by National Health Services Corps (NHSC) and maintain certification throughout the OK Health Corps lifetime or will have an active and open contract with the Oklahoma Department of Mental Health and Substance Use Services (ODMHSAS) to provide outpatient behavioral health services. Those sites contracted with ODMHSAS, must pursue certification from the NHSC.
3. Practice site will not reduce the salary of OK Health Corps providers because they receive or have received benefits under OKHC.
4. Practice site will communicate, within ten business days, to the Primary Care Office any change in practice site or provider employment status, including being assigned to practice at a NHSC Certified satellite practice location for any of their regular scheduled work hours. Practice site will consult with the Primary Care Office before allocating clinician hours to a non-OK Health Corps certified clinical site.
5. Practice site will comply with requests for a site visit from the Primary Care Office with adherence to all program requirements.
6. Practice site will submit biannual reports.
7. Practice site will conduct health care professional background checks by using health care professional credentialing processes including reference review, licensure verification, and a query of the National Practitioner Data Bank. OK Health Corps does not conduct professional background checks for the purpose of participant employment; this remains the duty of the participating employer.
8. Practice site will maintain and make available for review by Primary Care Office staff all personnel and practice records associated with OK Health Corps.
9. Practice site will maintain at least two current practice site employees as site administrator(s) for all NHSC certified clinic sites and report any changes in the site administrator(s) to the Primary Care Office.
10. Practice site POCs must be knowledgeable of:
 - a. Site application timeline for recertification.
 - b. Which sites are OK Health Corps certified and report any new sites that should be added and certified to the PCO.
 - c. Only clinicians from OK Health Corps eligible sites can apply during open provider application cycles.
 - d. Providers who are awarded OK Health Corps and where they are in their service obligation.
 - e. Conditions of participation for OK Health Corps providers and certified sites.
11. Practice site will ensure all services provided will be performed within the billing standards, policy, rules, standards, etc. associated with each providers individual credentials, specifically as they relate to telehealth services and services provided in the community including patients' homes.