



Local Interagency Agreement
SONOMA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA
AND
COUNTY OF SONOMA



This AGREEMENT made and entered into this _____ day of _____, 2025 by and between this COUNTY of SONOMA, hereinafter “County”, a political subdivision of the State of California acting through its Board of Supervisors, on behalf of its Public Health Division’s California Children’s Services, hereinafter “CCS,” and Sonoma County Office of Education, acting as the administrator for the Sonoma County Special Education Local Plan Area, hereinafter “SELPA.” Definitions are included in Appendix A regarding programs, entities, or terms which are significant in understanding this Interagency Agreement.

TERM

This agreement shall be effective _____ through _____, and the contract term shall be automatically extended each year thereafter unless either agency notifies the other in writing by _____. This agreement may be modified only if the modification is made in writing and is signed by the participating agencies.

Dated: _____ SELPA Signature: _____

Dated: _____ County of Sonoma Signature: _____

PURPOSE

The purpose of this interagency agreement, (“Agreement”) between County and SELPA (collectively, the “Parties”) is to facilitate the provision of medically necessary and educationally necessary occupational and physical therapy services, as required under Title 2 of the California Code of Regulations (2 CRR) section 60310 et. seq., and Title 34 of the Code of Federal Regulations (34 CFR) section 300.154, respectively, and which are incorporated by reference into this agreement.

WITNESSETH

WHEREAS, County and SELPA desire to execute an interagency agreement establishing the obligation of each to the other with regard to each agency’s programs (MTP and Special Education Local Plan).

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereby agree that the Parties shall undertake the tasks set forth hereinbelow as follows. Any statements regarding actions of third parties to the contract shall be read as statements of the mutual understanding of the Parties hereto as to such matters, and are not intended to bind non-parties to this agreement:

TASK	SELPA	COUNTY CCS PROGRAM
ADMINISTRATION	• The SELPA shall identify a liaison to the local CCS program to coordinate services between agencies. • There shall be an annual review of the local IAA between CCS and SELPA with modifications as necessary. • There shall be a meeting at least quarterly between the CCS liaison and SELPA representative to review the provision of the medically necessary OT and PT services and special education services.	• The County shall identify a Medical Therapy Program (MTP/CCS) liaison to coordinate services between agencies. • There shall be an annual review of the IAA between CCS and SELPA with modifications as necessary. • There shall be a meeting at least quarterly between the CCS liaison and SELPA representative to review the provision of medically necessary OT and PT services and special education services.

TASK	SELPA	COUNTY CCS PROGRAM
REFERRAL - EXCHANGE OF INFORMATION	• The SELPA shall refer pupils, birth to 21 years of age, to CCS who may have or are suspected of having a CCS MTP-eligible condition that may require medically necessary OT and or PT services. • Once consents are obtained from the parent/holder of educational rights, SELPA shall provide available medical and educational information and signed parent/legal guardian consent (ROI) to exchange information between agencies. • When possible, SELPA shall provide 10 days' notice to the County CCS program of all IEP meetings IF CCS services are listed as a dedicated and necessary educational service on	• The CCS Program shall accept referrals from the SELPA of pupils from birth to 21 years of age who have or are suspected of having a CCS MTP-eligible condition that may require medically necessary OT and or PT services. • The CCS program shall evaluate the child's eligibility for the MTP according to CCS program policies and guidelines. • Once consents are obtained (signed parent/legal guardian consent, (ROI) to exchange information between agencies), the CCS program shall provide medical reports and information to the SELPA.

	the IEP and ROI and parent consent have been pre-established. • When an IEP team determines the need to collaborate with the MTP, a designee from the IEP team will reach out to provide notice to the MTU staff. • SELPA may send an educational representative with consent from the parent/legal guardian to the MTC for the purpose of sharing information. SELPA shall notify the MTP representative in advance of the education staff member who will attend the MTC.	
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TASK	SELPA	COUNTY CCS PROGRAM
PARTICIPATION IN THE IEP MEETINGS	• SELPA shall provide read-only IEP access to CCS when students engage in CCS care. • IF CCS services are listed as a dedicated and necessary educational service (i.e., Direct Service Provider) on the IEP, and ROI and parent consent have been pre-established, SELPA shall provide notice to ensure CCS designated staff is invited and can attend the IEP meeting.	• If/when IEP meetings occur in which CCS is listed as a required educational “service” on the IEP, a CCS MTP shall designate a therapist or physician to attend the IEP meeting to facilitate case coordination and discuss eligible conditions in relation to the student being able to access the SELPA’s offer of FAPE through the medically implemented services CCS is providing. • In all other circumstances where CCS is not listed as a medically necessary <i>educational</i> service, CCS shall have read-only access to the student IEP to further the service provider's understanding of how or if the student’s medical necessity may correlate with their educational experience. • CCS shall not be a required IEP team member unless listed as a direct service provider.

TASK	SELPA	COUNTY CCS PROGRAM
PROVISION OF SERVICES	- Assures LEAs utilize therapy services available through County CCS MTP, when appropriate, and avoids duplicating MPT OT/PT services. - If or when CCS is unable to provide medically necessary OT/PT services to a student who has been referred to it, the SELPA shall facilitate referrals back to CCS to allow it to implement services through medical staffing resources it deems appropriate in lieu of its direct staff being able to provide the services. - LEAs shall monitor their educational services to ensure educationally necessary OT/PT services are provided as stated in the offer of FAPE.	CCS shall monitor its County Medical Therapy programs to ensure medically necessary OT/PT services are provided as stated in the approved therapy plan.

TASK	SELPA	COUNTY CCS PROGRAM
STAFF DEVELOPMENT	The LEA liaison to CCS shall plan joint staff development activities in conjunction with the MTP liaison to the LEA.	The CCS MTP liaison to the LEA shall plan joint staff development activities in conjunction with the LEA liaison to CCS.

TASK	SELPA	COUNTY CCS PROGRAM
SPACE REQUIREMENTS	- The SELPA shall be responsible for the provision of space for the MTU and therapy satellites when the need for said space is established. - The SELPA shall work with the CCS program to mutually plan for the establishment of a new MTU and the modification or relocation of an existing MTU or satellite therapy site.	- The MTP shall identify to the SELPA the need for an MTU or therapy satellite based on the number of hours of prescribed treatment and the space required to provide medically necessary therapy services in designated parts of Sonoma County. - The MTP shall work with the SELPA to plan for the LEA's utilization of the MTU or

	Whenever possible, the MTU therapy staff shall be given at least 60 days notice from the date of the agreement to be moved. • The LEA shall maintain the MTU and therapy satellite(s) for the provision of medical therapy program services during the CCS work day on a twelve-month basis.	therapy satellite space when it is not in use by the MTP staff.
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TASK	SELPA	COUNTY CCS PROGRAM
FACILITY MAINTENANCE	• The SELPA shall identify the LEA responsible for the maintenance and operation of the therapy spaces.	• The MTP shall work with the SELPA/LEA to identify and plan for maintenance and necessary facility repairs.

TASK	SELPA	COUNTY CCS PROGRAM
MTU OPERATING EQUIPMENT & SUPPLIES	• The SELPA/LEA shall identify the LEA's fiscally responsible for the provision of supplies and equipment necessary to support and maintain the function of the MTU and the therapy satellite(s). • The SELPA/LEA shall identify what supplies and equipment are available through its financial resources on an annual basis. • The SELPA shall identify a process for change of the LEA identified as responsible for the provision of necessary supplies and equipment to maintain the function of the MTU and therapy satellites. • SELPA/LEA shall provide the budget for the new fiscal year at the 4th quarterly meeting with notification of any change to the budget.	• The CCS program shall provide to the LEA(s), on an annual basis, a list of and the estimated cost of therapy equipment and supplies necessary to support and maintain the function of the MTU and therapy satellite(s) no later than March 15th annually. • The CCS program shall provide the MTU therapy satellite(s) with the necessary supplies for the MTP administrative and case management activities. • The CCS program shall provide the MTU and therapy satellite(s) with the necessary medical supplies to deliver MTP services.

TASK	SELPA	COUNTY CCS PROGRAM
TRANSPORTATION	The LEA shall provide transportation to the MTU or a therapy satellite when transportation is included as a related service on the child's IEP.	The CCS program shall not be responsible for transporting pupils eligible for the MTP to the MTU or to the therapy satellite when transportation is included as a related service on the child's IEP.

TASK	SELPA	COUNTY CCS PROGRAM
PROBLEM RESOLUTION/DISPUTES	- The LEA staff shall participate with the CCS MTP staff in local dispute resolution meetings, at which time there will be discussion to resolve differences in the provision of therapy services. - If the problem is not resolved at the first level, SELPA/LEA liaison and CCS MTP may participate in local arbitration. - If the problem cannot be resolved locally, the issues shall be referred to the California Department of Education (CDE) as per Government Code, Section 7585(a).	- The CCS MTP staff shall participate with the LEA staff in local dispute resolution meetings, at which time there will be discussion to resolve differences in the provisions of therapy services. - If the problem is not resolved at the first level, CCS MTP and SELPA/LEA liaisons may participate in local arbitrations. - If the problem cannot be resolved locally, the issue shall be referred to the appropriate CMS Regional office.

Termination

Either party may terminate this Agreement for any reason by providing 60 days' written notice of intent to terminate to the other party. This Agreement will terminate on midnight of the 60th day after a party receives written notice of the other party's intent to terminate. The indemnification obligations under paragraph 7 shall survive termination of this Agreement.

No Third-Party Beneficiaries

This Agreement shall not be construed to confer any rights or remedies on any person or entity other than the parties and their successors in interest, if any.

Amendment

No amendment to this Agreement will be valid unless made in writing and signed by all parties.

Notices

A notice provided pursuant to this Agreement will be effective if it is in writing and either a) delivered in person, b) sent by email, c) sent by first class mail, postage prepaid and return receipt requested, or d) sent by overnight courier service, to the following addresses (or to a subsequent address of which notice has been provided in writing):

To SELPA:

To: COUNTY:

A notice provided pursuant to this Agreement will be deemed to have been received on: a) the date of delivery if provided by personal delivery, b) on the date the sender of email receives email confirmation, excluding automatic replies, from the recipient that the email has been received, c) 48 hours after deposit with the U.S. mail, or d) one business day after the date of deposit with an overnight courier service.

Indemnification.

Each party shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any act, omission, or negligence of such indemnifying party or its agents, employees, contractors, subcontractors, or invitees. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above

COUNTY OF SONOMA:

BY: _____
Date: _____

SONOMA COUNTY OFFICE OF EDUCATION, as SELPA Administrator:

BY: _____
Date: _____

Approved as to Form for County of Sonoma
County Counsel

Appendix A - Definitions

CCS - California Children's Services	Refers to the local administrative organization for a statewide program which, by virtue of existing policies provides referrals and financial assistance for the medical diagnosis and treatment of children ages 0-21 years after determining residential, financial, and medical eligibility have been met.
MTU - Medical Therapy Unit	The MTU is the specialized unit within CCS that provides medically prescribed physical and occupational therapy services in a space designated by SELPA as the MTU.
MTP - Medical Therapy Program	The MTP was established in 1945 by the state legislature to provide occupational and physical therapy services to children at public school sites instead of at local orthopedic hospitals.
MTC - Medical Therapy Conference	The MTC comprises the client, caregiver/family, PT, OT, and MTC physician and is an interdisciplinary team meeting where the child's medical case management regarding the MTP eligible condition is determined.
CDE - California Department of Education	The CDE is the agency within the government of California that oversees public education. It is also sometimes called the SEA (State Education Agency).
DHCS - California Department of Health Care Services	DHCS is the single state agency responsible for financing and administering the state's Medicaid and Medical programs. These programs provide health care services to low-income individuals and families who meet defined eligibility requirements.
HIPAA - Health Insurance Portability and Accountability Act	HIPAA was passed by Congress in 1996 to enact privacy protections related to your health information. HIPAA defines and determines who can examine and receive your healthcare information and enables patients rights to exercise discretion as to whom they wish to share their medical information with.

FAPE - Free Appropriate Public Education	FAPE is the legal right for children with disabilities to receive special education and related services at no cost to their families. IDEA (The Individuals with Disabilities Education Act) is the federal law that guarantees FAPE rights. (Passed in 1975)
IEP - Individualized Education Plan	An IEP is a written document that outlines a student's individual educational needs, goals, supports, and services that will enable them to obtain the offer of FAPE.
LEA - Local Educational Agency	The local entity in education, including but not limited to school districts, county offices of education, direct-funded charter schools, and special education local plan areas.
OT - Occupational Therapy	Occupational therapy is the use of occupation to promote health and wellness. Occupational therapists are health professionals who use occupation and meaningful activities with specific goals to help people of all ages prevent, lessen, or adapt to disabilities.
PT - Physical Therapy	Physical therapy is physiotherapy, including massages, physical stimuli and movement to relieve pain, help the patient move better, and strengthen weakened muscles.
ROI - Release of Information	The release of information is a legal process, (executed in writing) in which the patient or the power of attorney for the patient consents to releasing confidential medical information to specific parties to advance the trajectory of their care further.
SELPA - Special Education Local Plan Area	SELPA's facilitate high quality educational programs and services for special needs students and training for parents and educators. SELPA's operate under the model of a CDE-approved Local Plan in which members of the SELPA are named, and processes, policies, and procedures are clearly defined with the sole intent to support Districts, parents, and students with special needs.