

A2	Subcontractor Checklist - Governance and Oversight
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Local Authority:	
Risk Score:	

Subcontractor	
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Contract		Yes	No
1 Is there a current and signed contract in place with the subcontractor?			
2 What is the date range of the contract?			

Subcontractor Monitoring	
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1 Frequency of subcontractor monitoring?			
2 Is there a written report/ monitoring tool?			

(Utah Administrative Rules: R523-2-6(g) There shall be a written report to document the review activities and findings, a copy of which will be made available to the Division)

3 Does subcontractor comply with Conflict of Interest requirements?			
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(DHS Contract with Local Mental Health/Substance Abuse Authority: Part I. Section B. 8. e.(2) Before entering into any subcontract to perform services covered by this Contract, the LMHA shall require its non-governmental subcontractor to submit a Disclosure Statement to the LMHA in which the non-governmental subcontractor discloses any existing or potential conflicts of interest. e. (1)(a) governmental subcontractors shall submit to DHS/DSAMH a written certification that they maintain a written policy as required above.)

4 Has the subcontractor provided a current general liability insurance certificate?			
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(DHS Contract with Local Mental Health/Substance Abuse Authority: Part I. Section B. 2. e.(1)(a) The subcontractor shall maintain a policy of general liability insurance that at a minimum covers the following types of liability: bodily injury or death, personal injury, property damage, broad form property damage, and liability for the property of others in the care, custody and control of the subcontractor. The policy shall provide for a combined single limit or the equivalent of not less than \$1,000,000 for eac occurrence and \$2,000,000 aggregate.

5 Does the monitoring report/tool document the review activities and results of the subcontractor review?			
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(Utah Administrative Rules: R523-2-6(f)(i)&(ii) The LMHA/LSAA shall be responsible for monitoring and evaluating all subcontracts to ensure: (i) Services are delivered to consumers commensurate with funds provided; and (ii) Progress is made toward accomplishing contract goals and objectives.

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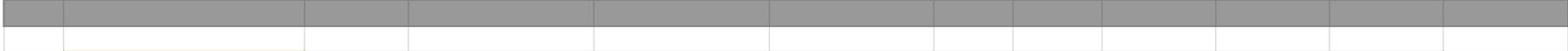
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