



***Mileage Reimbursement:** billed and reimbursed at IRS rate. Applicable when Contractor commutes to more than 1 working location per day.

Cancellation of Services: A minimum 20 working day written notice must be given to Epic Special Education Staffing directly for cancellation or early termination of contract.

Payment Terms: Payment is due in full within thirty (30) days of invoice. Failure to pay will result in Client being responsible for all collections costs, including, but not limited to, attorney's fees and costs.

All time over 40 hours in a workweek will be paid at time and one half (1.5) (CA – anything over 8 hours in a day will be paid at time and one half (1.5))

Conversion Terms: Client acknowledges the Therapist named herein is an employee of Epic Special Education Staffing and that any hiring or employment scenario - permanent hire, interim, contract or otherwise - within 12 months of this placement, will be arranged through Epic Special Education Staffing and client agrees to pay a conversion fee of 35% of the subject Therapist's annual salary as liquidated damages to Epic Special Education Staffing within 30 days of being invoiced for the same. Contract conversion terms available upon request.

Client acknowledges and agrees that this Staffing Confirmation Agreement contains the specific terms of the individual contractor's assignment for services in accordance with the terms of the Epic Special Education Staffing Services Agreement. If there is a conflict between the terms of this Staffing Confirmation Agreement and the Epic Special Education Staffing Services Agreement, the terms of the Epic Special Education Staffing Services Agreement shall prevail. Unless the Client provides written notice of any objection or correction needed within the earlier of (i) ten (10) business days upon receipt of this Staffing Confirmation Agreement from Epic Special Education Staffing, or (ii) five (5) business days prior to the start of such assignment, this Exhibit A shall be deemed accepted by the Client and be deemed a binding agreement in all respects.

Client		TherapyTravelers
Name: Keni D. Gammel		Name:
Print: Keni D. Gammel		Print: Carol Cheney
Title: Supt.		Title: President
Date: 7/24/23		Date:



Staffing Confirmation Agreement

This Staffing Confirmation Agreement ("Agreement - Exhibit A") is entered into on the 21st of July 2023 by and between **3Chords Inc and TherapyTravelers LLC collectively DBA Epic Special Education Staffing** and Mid Ohio Educational Service Center collectively referred to herein as "the Parties." **The Parties agree to the below:**

Therapist Name:	Cheryl Bly, SLP
Start Day & Date:	Thursday, 8/17/2023
Time to Arrive:	8:15 AM
First Day Location:	84 Lucas North Road, Lucas Ohio 44843
Report to Person:	Kaitlyn Fraley, Director - 419-892-2338
School Assignment:	Lucas Local School (K-8) & Mansfield Child Development Center
Weekly Work Schedule:	Tuesday & Wednesday, 8:15 AM - 4:00 PM (Day 1) and 2:15 PM (Day2-will leave at 1:45 PM & 30 min lunch is taken at end of day).
Assignment Dates:	August 17, 2023 to June 1, 2024 Note: Billable Orientation - August 7, 2023; 8:15am-3:30pm (with 1.5 hour lunch unpaid)
Approved Time Off:	None Discussed
Guaranteed Hours:	12.75 guaranteed hours up to 14 hours Note: Can work up to 14 hours as needed without approval
Cancellation Notice:	20 working days
Bill Rate:	\$95.00
Overtime/Holiday Rate:	\$142.50
Mileage Reimbursement:	Billed at current IRS mileage reimbursement rate for all work-related activities

All time over 40 hours in a workweek will be paid at time and one half (1.5) (CA – anything over 8 hours in a day will be paid at time and one half (1.5))

District Name and Address:	Mid Ohio Educational Service Center 2230 Sunset Boulevard, Suite 2, Steubenville, OH USA
District Telephone Number:	419-774-2507 & 419-774-2515
District Department Director Name:	Jennifer Crum & Shelly Patrick, Asst. Director
Estimated Caseload:	Pre-K and Elementary School
Timesheet Approver Email Address and Name:	fraley.kaitlyn@lucascubs.org Kaitlyn Fraley

Billing Info:

Billing Address:	2230 Sunset Boulevard, Steubenville, OH, 43952
Billing Telephone Number:	419-774-5520 ext. 2522
Billing Contact Info:	Cindi LeMaster
Billing Email Address:	lemaster.cindi@moesc.net

Supervision/Materials/Equipment/Hours and Enrollment: Client will provide appropriate supervision, materials and equipment to therapist. Hours are guaranteed regardless of student(s), District Employee(s) or District Contractor(s) absences, enrollment, or employment status. Should the caseload change due to any reason, Client acknowledges that the Contractor is guaranteed these hours. Upon mutual agreement, Client may reassign Contractor to another caseload.