



Texas Juvenile Probation Commission Private Service Provider Contract Requirements Summary

*Applicable to All Private Service Providers Paid in Whole or Part with State Funds**

The following chart summarizes the Texas Juvenile Probation Commission (TJPC) requirements for private service provider contracts that involve the use of state funds.

Aggregate Monetary Amount	Examples of Services Provided	Contract Requirements	Performance Measures and/or Accountability Provisions Required in Contract
Below \$5,000	<input type="checkbox"/> Crisis or Emergency Services (medical, dental, psychological, etc.) <input type="checkbox"/> One Time Services (i.e., non-recurring)	No Written Contract Required (i.e., Use Purchase Order)	No
\$5,000¹ and Above	<input type="checkbox"/> Non-Residential Recurring Services (i.e., one-time or recurring costs for single or multiple youth) Examples: <ul style="list-style-type: none"> ▪ Counseling, Classes, Programs ▪ Medical, Dental, and Psychological Treatment Services for Multiple Youth, or over extended time period ▪ Electronic Monitoring Services ▪ Substance Abuse Screenings; UA monitoring ▪ Products and Services 	Written Contract	Yes <input type="checkbox"/> Description of Services <input type="checkbox"/> Timeframe for Services <input type="checkbox"/> Output Required (e.g., One-time or period progress or exam reports, frequency of services, etc.) <input type="checkbox"/> Sanctions and Penalties for Noncompliance or Nonperformance of Contract <input type="checkbox"/> Financial Accounting Requirements <input type="checkbox"/> Financial Reporting Requirements <input type="checkbox"/> Financial Auditing Requirements
\$1 and Above	<i>All Residential Out-of-Home Placement Services:</i> <input type="checkbox"/> Secure Pre-Adjudication Detention <input type="checkbox"/> Secure Court Ordered Residential Placements (e.g., TCADA licensed hospital or facility, etc.) <input type="checkbox"/> Secure Post-Adjudication Correctional Placements (Level 5 secure facilities) <input type="checkbox"/> Non-Secure Court Ordered Residential Placements (e.g., TDFPS licensed facilities, out-of-state licensed facilities)	Written Contract	Yes <input type="checkbox"/> Goals, Outputs, and Measurable Outcomes as Required and Defined by Substitute Care Provider Outcome Standards <input type="checkbox"/> Sanctions and Penalties for Noncompliance or Nonperformance of Contract <input type="checkbox"/> Financial Accounting Requirements <input type="checkbox"/> Financial Reporting Requirements <input type="checkbox"/> Financial Auditing Requirements

* The requirements listed in this summary apply only to services of private providers (i.e., non-governmental entities) purchased in whole or part with state funds. However, a juvenile probation department must comply with all applicable county purchasing/procurement rules, policies and procedures if those requirements are more stringent than the above listed state requirements. The Commission will monitor compliance with the above state requirements but will not monitor for compliance with county specific policies.

¹ If any one private service provider is paid \$5,000 or above using state funds during the fiscal year, a written contract is required under this section.