



Westport Centre, Suite 1  
4950 West 23rd Street  
Erie, PA 16506  
ph (814) 459-2755  
fax (814) 456-4873  
[www.achievementctr.org](http://www.achievementctr.org)

May 8, 2018

Warren County School District  
Superintendent's Office  
6820 Market Street  
Russell, PA 16345-3406

Attn.: Amy Stewart, Superintendent  
Re: Letter of Agreement

Dear James:

This letter is a request to extend the Letter of Agreement between the Achievement Center and Warren County School District. This request will serve as evidence of a non-binding cooperative agreement between our mental health services and your agency. The Letter of Agreement complies with MH/MR licensing standards.

Enclosed you will find two copies of the Letter of Agreement with the Achievement Center and your agency. We request that you sign and date a copy for our records and return it to the Achievement Center in the envelope provided.

Should you have any questions, please feel free to contact me at 814-459-2755. Your cooperation with this request is appreciated.

Sincerely,

Charlotte Rerko, Chief Executive Officer  
Achievement Center

enclosure



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The following is an operating agreement between Warren County School District and the Achievement Center in compliance with Pennsylvania Code regulations.

The Achievement Center offers Family Based Mental Health, Outpatient Therapy, Psychiatric Services, Blended Case Management and Behavioral Health Rehabilitation Services to children and adolescents who are experiencing (or who are at risk of) behavioral or emotional disturbance. The agency also offers Outpatient services to family members if their behavioral or emotional problems are negatively impacting the child or adolescent Achievement Center client. Referrals for Family Based, Outpatient Services and Behavioral Health Rehabilitation Services are made by calling the Achievement Center Intake Line at (814)459-2755 ext. 1521.

In an effort to establish and maintain good working relationships with agencies that serve the needs of our mutual clients, the Achievement Center is in the process of updating and expanding out linkage network to better meet the needs of our clients and to comply with MH/MR licensing standards.

We would like to have our records show that the Achievement Center has a working relationship with your agency to ensure that the services are available to our clients on a linkage basis. The intent of this letter is to demonstrate that we are aware of the available services at each agency. This letter is not intended to indicate there exists a contractual agreement, endorsement, liability, or any other affiliation between our two agencies. This Linkage Agreement is designed to ensure that clients have access to the services they need and that the linkage process is in compliance with licensing standards and accepted practices.

When services are jointly provided by Warren County School District and the Achievement Center, it is agreed that all efforts will be made to coordinate services on behalf of the identified client and family.

This Linkage Agreement will remain in effect for two (2) years from the date of signature and is subject to either party to terminate at any time upon thirty (30) days' written notice provided prior to the anticipated termination date.

\_\_\_\_\_  
Donna L. Zariczny, Board President

Warren County School District

ATTEST: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Lisa Fickenworth", is written over a horizontal line.

Lisa Fickenworth, Director of Quality Management / Ombudsman

\_\_\_\_\_  
Date

5-8-18

\_\_\_\_\_  
Date



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Lisa Fickenworth, Director of Quality Management / Ombudsman

\_\_\_\_\_  
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Date

