

**DEPARTMENT OF SPECIAL SERVICES
TOWNSHIP OF UNION PUBLIC SCHOOLS
M-E-M-O-R-A-N-D-U-M**

TO: Dr. Gerald Benaquista

**C: Dr. Jose Rodriguez
Marissa McKenzie
Yolanda Koon
Bernadette Watson
Diane Cappiello
Suan Lam**

From: Kim Conti

Re: Board Agenda Item

Date: May 26, 2026

Approve ATC (Around the Clock) Healthcare Services Inc., to provide Nursing Services, at the rate of \$91.50 for an RN-CSN and \$72.00 for RN non-CSN, and \$60.00 for an LPN, not to exceed \$550,000.00 for the 2026-2027 school year. (Acct # 11-000-216-320-01-19)



SERVICE AGREEMENT

By And Between

Union Township Schools

And

ATC Healthcare Services, LLC



This AGREEMENT is made and entered into by and between **Union Township Schools**, located at **2369 Morris Ave., Union, NJ 07083** (hereinafter referred to as SCHOOL), and **ATC Healthcare Services, LLC**, a limited liability corporation having its principal office at One Hollow Lane Suite 201, Lake Success, NY 11042 (hereinafter referred to as ATC).

WHEREAS, SCHOOL desires, for the purpose of staffing, the personnel listed in Exhibit A (hereinafter referred to as Healthcare Associates) to fill positions at its premises on a temporary basis for the period commencing **07/1/2026-6/30/2027** ("Effective Date") and;

WHEREAS ATC is willing to provide Healthcare Associates to SCHOOL for temporary staffing.

THEREFORE, SCHOOL and ATC agree as follows:

1. RESPONSIBILITIES OF ATC

- A. Provision of Personnel. ATC will provide Healthcare Associate(s) to fill specified position(s) who possess the skills and qualifications for said position(s) as defined by SCHOOL.
- B. Experience. ATC will verify that Healthcare Associates have a minimum of one (1) year relevant experience [six (6) months for Certified Nursing Assistants], or as defined by SCHOOL in writing for a specified position. ATC will perform standard professional background checks on all Healthcare Associates to ensure that they possess acceptable professional references and clinical experience in the areas in which they are to provide services under this Agreement.
- C. OSHA. ATC will provide general (generic) infection control and safety training to Healthcare Associates in accordance with OSHA standards.
- D. Licensure. ATC will provide SCHOOL with Healthcare Associates who have current and unrestricted licenses, registrations and/or certifications as appropriate to their profession and as issued by applicable state and/or national licensing bodies to perform duties associated with the specified position. Upon request, ATC will provide SCHOOL with documentation of such licensure, registration and/or certification.
- E. Personnel Standards. ATC complies with OSHA, governmental, and Joint Commission standards for contracted agency personnel. ATC provides Healthcare Associates who are HIPAA trained, and qualified in relation to their education, training, licensure, and competence as defined by SCHOOL's written job description or specification.
- F. Criminal Background Checks. ATC shall perform criminal background checks as specified in writing by SCHOOL. Such written specifications by SCHOOL should include disqualifying infractions.
- G. Health Clearance. ATC verifies tuberculosis status for direct care staff and medical clearance to perform essential functions of the job where mandated by state law. Other medical testing (e.g., MMR titers) required by SCHOOL shall be specified in writing.
- H. Payment to Healthcare Associates. ATC is responsible for all payments made to Healthcare Associate(s) for services provided under this Agreement.
- I. Personnel Cancellation. ATC will make its best efforts to inform SCHOOL of any Healthcare Associate cancellation no later than two (2) hours prior to reporting time and will make all reasonable attempts to find an appropriate replacement.
- J. Insurance. ATC shall procure and maintain General and Professional Liability Insurance with limits not less than \$1,000,000 per occurrence, \$3,000,000 aggregate; Automobile Liability Insurance with a combined single limit of \$1,000,000; and Worker's Compensation Insurance as required by

state law. ATC will provide, at SCHOOL's request, certificates of insurance evidencing such coverage.

2. RESPONSIBILITIES OF SCHOOL

- A. Request for Personnel. SCHOOL will notify ATC of specific needs (i.e., by shift and specialty) and the duration thereof as soon as the need is determined and provide an appropriate work schedule.
- B. Acceptance and Supervision of Personnel. SCHOOL will accept Healthcare Associates who meet the qualifications for specific positions as defined by SCHOOL in its written job descriptions or specifications. SCHOOL shall have the right of refusal where SCHOOL has determined that Healthcare Associate(s) is/are not qualified for the position requested. Members of SCHOOL's professional staff will supervise Healthcare Associates while Healthcare Associates provide services under this Agreement.
- C. Float/Reassignment. SCHOOL agrees to float/reassign Healthcare Associates in rotation with its own staff and only in accordance with its own floating policies. SCHOOL will float Healthcare Associates only to clinical areas within their clinical competence as determined by the Healthcare Associate's licensure/certification, training, and/or skill level, and where the Healthcare Associate feels that he or she possesses the experience and/or competencies to perform the job. SCHOOL understands and acknowledges that the Healthcare Associate has the right to contact ATC if he or she is reassigned/floated to an area in which he or she does not feel competent.
- D. Orientation. SCHOOL will provide an appropriate orientation to units in which Healthcare Associates will be placed on assignment. The orientation length and extent is at the direction of SCHOOL. SCHOOL will orient Healthcare Associates, at its cost, to SCHOOL rules, regulations, policies, procedures, dress code, physical layout, emergency protocol, emergency evacuation, and equipment on any unit to which Healthcare Associate is assigned. This is understood to be an ongoing process.
- E. Self-Scheduling. SCHOOL will schedule all shifts through ATC. No shifts may be scheduled directly with the Healthcare Associate. For any shift booked directly with the Healthcare Associate, there will be a five-dollar (\$5.00) per hour surcharge.
- F. Performance Evaluation. SCHOOL is responsible for the establishment of staff clinical competence during the initial orientation period and on an ongoing basis during the contract period. SCHOOL agrees to complete a performance evaluation of the Healthcare Associate at the completion of each assignment in the same unit of SCHOOL or at other intervals, but at least biannually. SCHOOL agrees and understands these evaluations are needed for ATC to ensure proper management of Healthcare Associates and to comply with regulatory and other standards.
- G. Working Environment. SCHOOL will maintain a safe working environment and provide all appropriate personal protective equipment (PPE), including but not limited to gloves, gowns, masks, particulate respirator masks, goggles,, and other protective apparel, as appropriate for assignment.
- H. Training. SCHOOL will provide specific training on the types and use of safety devices and equipment available and approved by SCHOOL, such as needles or sharp safety devices.
- I. Communication of Disciplinary Actions and Other Incidents. SCHOOL agrees to contact ATC and communicate in writing any disciplinary actions, performance-related issues, occupational injuries/hazards, incidents, sentinel events, depositions, or lawsuits related to Healthcare Associates within one (1) business day of the known occurrence. SCHOOL agrees to initiate and/or facilitate communication with ATC whenever an incident/injury report related to a Healthcare Associate is completed that directly involves SCHOOL, whether or not the incident results in an adverse event involving patients or staff members and agrees to allow an authorized representative of ATC to obtain the report after an accident or injury to ensure proper disposition of the matter.

SCHOOL understands that Healthcare Associates are expected to contact ATC whenever such incidents are completed and that negative trends in performance may lead to disciplinary action.

- J. Unsatisfactory Performance. SCHOOL will notify the ATC representative immediately and provide written documentation for any unsatisfactory performance or conduct by the Healthcare Associate(s), including if a Healthcare Associate appears to be under the influence of any substance. If SCHOOL determines that a Healthcare Associate is incompetent, has engaged in misconduct, or has been negligent, SCHOOL may request the Healthcare Associate to leave SCHOOL. SCHOOL will be obligated to compensate ATC only for the number of hours actually worked by such Healthcare Associate.
- K. Cancellation of Shift. SCHOOL will use Healthcare Associate(s) for all scheduled shifts. If a shift is canceled, SCHOOL will be billed per the Cancellation Policy listed in Invoicing and Payment: Section 5K.
- L. Recruitment of Healthcare Associates. SCHOOL acknowledges and understands that ATC incurs considerable expense to advertise, recruit, interview, reference check, and evaluate its employees. As a result, SCHOOL will take no steps to recruit as its own employees those Healthcare Associates provided by ATC under this Service Agreement. SCHOOL may hire an ATC employee six (6) months after the last date the employee worked for SCHOOL at no charge. If SCHOOL hires a Healthcare Associate at any time during their employment at SCHOOL through ATC, or within six (6) months after the last date worked, SCHOOL will be liable for liquidated damages of Twelve Thousand Five Hundred dollars (\$12,500.00), or twenty-five percent (25%) of first year's salary, whichever is greater. Furthermore, the non-solicitation language herein applies to any Healthcare Associate who is scheduled to work at SCHOOL by ATC who subsequently switches to a competing agency or entity of any kind to work at SCHOOL.
If SCHOOL uses an ATC Healthcare Associate who has been introduced, interviewed, or a resume was provided by ATC through another Staffing Agency prior to six (6) months after the last shift worked under this agreement; SCHOOL will be liable for liquidated damages of six thousand dollars (\$6,000.00).
- M. Direct Placement. If SCHOOL hires any Healthcare Associate on a direct placement basis who has been introduced, interviewed, or provided resumes for by ATC, SCHOOL agrees to pay ATC a direct placement fee of twenty-five percent (25%) of the Healthcare Associate's annualized first-year salary (see Exhibit D attached for Direct Placement Fee Confirmation Form). SCHOOL agrees not to refer any Healthcare Associate who has been introduced to SCHOOL by ATC to another party, including but not limited to, any affiliate, department, or division of SCHOOL. Should SCHOOL refer Healthcare Associate to another party, and the party enters into a service relationship with the Healthcare Associate, both SCHOOL and the party will be responsible for payment of the placement fee.

All direct placement fees are due and payable to ATC upon receipt of an invoice. SCHOOL will send payment to:

ATC Healthcare Services, LLC
One Hollow Lane Suite 201
Lake Success, NY 11042

If the hired Healthcare Associate is dismissed or leaves for any reason (except for dismissal due to layoff or a reduction in workforce), within thirty (30) days of the date of hire, ATC will replace Healthcare Associate at no additional charge to the SCHOOL. If a suitable replacement cannot be found, a refund will be administered to SCHOOL. This refund will be pro-rated based on number of days worked within the thirty (30) day new hire window.

Once SCHOOL hires Healthcare Associate, ATC is released from all staffing responsibility, employer obligations, and personnel matters related to Healthcare Associate, including, but not limited to, insurance coverage, payment of wages or other forms of compensation, and mandatory state and

federal withholdings. SCHOOL agrees to indemnify, defend, and hold harmless ATC from any liability or claim, arising out of employment with SCHOOL.

- N. Insurance. SCHOOL will procure and maintain General and Professional Liability Insurance with limits not less than \$1,000,000 per occurrence, \$3,000,000 aggregate; and Worker's Compensation Insurance for its employees as required by state law. SCHOOL will provide, at ATC's request, certificates of insurance evidencing such coverages.
- O. Change in Ownership. In the event of a change in Ownership of the SCHOOL, SCHOOL must notify ATC sixty (60) days prior to this change. SCHOOL is required to submit to ATC a legal document informing ATC of the change, the date of the change, and the new company name if required. In addition, SCHOOL must inform ATC immediately of the responsible party for payment (update section 5B of this Agreement). At the time of the sale, all outstanding balances must be paid by the SCHOOL in full immediately.
- P. Exhibits. All Exhibits must be signed by SCHOOL and returned to ATC upon initial Execution of the Service Agreement.

3. SCHOOL SAFETY PARTNERSHIP

- A. Safe Working Environment. In order for ATC to provide SCHOOL with the best service possible and for SCHOOL to provide a safe work environment for ATC's employees, the following is a mutual understanding of safety and on-the-job injury procedures, practices, and philosophies:
 - 1. SCHOOL will only utilize ATC employees on jobs for which they have been assigned and trained. Any variance must be reported to the ATC office before work begins.
 - 2. ATC employees will be oriented and trained by SCHOOL in all safety, hazardous communication (Safety Sheets information, etc.), operational instructions, and specific safety PPE usage for tasks in the same manner as other SCHOOL employees, including but not limited to safety training, in-services, and meetings. Evidence of safety training completion will be shared with ATC.
 - 3. SCHOOL is required under OSHA 1904.31 (a) to complete and maintain an OSHA 300 and 300a form for ATC employees that sustain an injury or exposure at the SCHOOL worksite while under SCHOOL supervision.
 - 4. ATC Employees are not authorized to perform tasks for which they have never been trained and which are outside their typical work duties.
 - 5. ATC employees will be required to wear all appropriate safety equipment. SCHOOL must provide Healthcare Associates Personal Protective Equipment (PPEs) appropriate to job duties at SCHOOL's expense. At minimum SCHOOL must follow their Respiratory Protection Plan in accordance with OSHA and supply:
 - o GOWN- The gown must fully cover the torso from neck to knees, arms to end of wrists, and wrap around the back, and fasten in the back of the neck and waist.
 - o MASK OR RESPIRATOR (Approved by NIOSH) - Secure ties or elastic bands at the middle of head and neck; fit test, medical clearance as needed by face-mask type, and specific mask training as applicable to mask type.
 - o GOGGLES OR FACE SHIELD
 - o GLOVES
 - o OTHER PPE as required for the task.
 - 6. ATC will be notified immediately (at least within twenty-four (24) hours) in the event of an accident or injury to an ATC employee. ATC will coordinate appropriate medical treatment in this event, except in emergent cases requiring immediate treatment or medical

care. SCHOOL will allow an authorized representative of ATC to obtain a report after an accident or injury to ensure proper disposition of the matter.

7. SCHOOL will notify ATC in the event any ATC employee appears to be under the influence of any substance.

8. SCHOOL will review and complete the Safety Checklist listed in Exhibit C.

4. HOLD HARMLESS STATEMENT

A. Prohibited Job-Related Activities. Unless SCHOOL has obtained the prior written consent of ATC, SCHOOL agrees not to ask or allow an ATC employee to perform any of the following job-related activities:

1. Driving an automobile or other motor vehicle.
2. Handling cash, securities, or other valuables.

If this prior written consent is not obtained, SCHOOL agrees to waive all rights to make a claim against ATC, and SCHOOL will relieve ATC from all liability and responsibility for any damage, loss, or expense which SCHOOL incurs as a result of the ATC employee engaging in such activities, and SCHOOL further agrees to indemnify and hold harmless ATC from and against all claims, damages, bodily injuries, losses, and expenses which might be caused as a result of the ATC employee engaging in any of these activities.

B. Hazards. SCHOOL agrees not to knowingly expose any ATC employee to unnecessary hazards or extra hazards and not to violate any OSHA, safety law, rule, or regulation, whether federal, state, or local. SCHOOL may be held liable as a result of any such violation.

5. INVOICING AND PAYMENT

A. Payment. SCHOOL will remit invoice payment to ATC based on rates and terms listed in Exhibit A upon receipt of the invoice. SCHOOL is responsible for paying interest on all accounts receivable over fifteen (15) days in the amount of 1.5% (one and one-half percent) per month (18% [eighteen percent] per annum), or the maximum rate permitted by applicable law, whichever is less. If SCHOOL fails to pay any amounts when due under this Agreement, then ATC, at its option and without limiting any other rights available to it under this Agreement or otherwise, may by giving notice to the SCHOOL, (i) suspend services hereunder, (ii) require SCHOOL to pay in advance of ATC performing staffing services, (iii) require SCHOOL to provide other security for payment satisfactory to ATC.

B. Customer Contact Sheet for Accounts Payable. SCHOOL will complete Exhibit B in its entirety. If there should be a change in any information listed in Exhibit B, SCHOOL will notify ATC within three (3) business days.

C. Invoicing. Invoicing will be done by ATC on a weekly basis from a signed time slip. Hours will be billed based on actual minutes worked, with pay calculated per minute. Invoices will be considered correct unless disputed in writing by SCHOOL within thirty (30) days of the date of invoice.

D. Holidays. Holidays are billed at one and one-half (1½) times the normal hourly rate. The holiday begins at the start of the day shift and continues through the entire night shift. The recognized holidays are as follows:

New Year's Day	July Fourth
Martin Luther King, Jr.'s Birthday	Labor Day
President's Day	Halloween
Easter Sunday	Thanksgiving

Mother's Day
Memorial Day

Christmas Eve
Christmas Day
New Year's Eve

- E. Overtime. Overtime billing at one and one-half (1½) times the normal hourly rate will be charged for all hours worked over forty (40) per Healthcare Associate per billing week.
- F. On-Call. On-call shall be considered hours in excess of the minimum guaranteed straight-time hours as set forth in this Agreement. The on-call rate for Healthcare Associates is listed in Exhibit A for time spent on-call. If the Healthcare Associate is called in while on-call, then the rate shall be one and one-half (1½) times the applicable hourly rate as specified in this Agreement. SCHOOL shall pay ATC time and one-half (1½) for a minimum of two (2) hours for any Healthcare Associate who is on-call and subsequently activated by SCHOOL, whether or not the Healthcare Associate actually works such two (2) hours. However, if the Healthcare Associate works more than two (2) hours, SCHOOL shall pay ATC for the total hours actually worked by the Healthcare Associate at one and one-half (1½) times the applicable hourly rate.
- G. Supervisory and/or Charge. The applicable rates for Healthcare Associates performing services in a supervisory and/or in-charge capacity shall be four dollars (\$4) per hour above the hourly rates specified in this Agreement.
- H. Premium Rates. Premium rates apply in situations in which ATC's HCAs are expected to perform their duties under circumstances in which they are working in a hazardous environment. For example, they are at risk of exposure to a highly communicable disease. Premium rates will be billed at 1 ½ times the hourly bill rate. Premium Rates will remain in effect until SCHOOL signs an Attestation that the SCHOOL has been COVID-free for ten days. The Attestation cannot be dated retroactively. If premium rates are in effect, the following terms apply:
1. ATC employees will be required to wear all appropriate safety equipment. SCHOOL must provide Healthcare Associates Personal Protective Equipment (PPEs) appropriate to job duties at SCHOOL's expense. At minimum SCHOOL must follow their Respiratory Protection Plan in accordance with OSHA and supply:
 - o GOWN- The gown must fully cover the torso from neck to knees, arms to end of wrists, and wrap around the back, and fasten in the back of the neck and waist.
 - o MASK OR RESPIRATOR (Approved by NIOSH) - Secure ties or elastic bands at the middle of head and neck; fit test, medical clearance as needed by face-mask type, and specific mask training as applicable to mask type.
 - o GOGGLES OR FACE SHIELD
 - o GLOVES
 - o OTHER PPE as required for the task.
- SHIFT CANCELLATION: A shift that has been confirmed by your SCHOOL and canceled for any reason; the entire shift will be billed.
- In addition, as pertaining to COVID-19:
2. SCHOOL must provide appropriate assessment for potential hazards and provide specific training and appropriate Personal Protective Equipment (PPE) for the identified hazards, including COVID-19.
 3. SCHOOL is responsible for reporting COVID-19 work-related exposures to ATC Healthcare Services within 24 hours. SCHOOL will record on their OSHA 300 Log any illnesses that are occupationally related.
- I. Orientation. SCHOOL will be invoiced for any required orientation at the rates listed in Exhibit A.

J. Nonpayment. In the event of nonpayment of any amounts owing under this agreement, SCHOOL agrees to pay all reasonable attorneys' fees, collection costs, and expenses incurred by ATC in connection with the collection of such amounts.

K. Per Diem Cancellations and Late Requests.

1. SCHOOL has the right to cancel any scheduled short-term assignments with four (4) hours' notice prior to the start of the shift without penalty. Shifts canceled with less than four (4) hours' notice will be billed for the full scheduled shift at the agreed shift rate at the agreed shift rate.
2. When SCHOOL places shift orders less than four (4) hours prior to the start of a shift and the scheduled Healthcare Associate is late as a result, the full shift will be billed.
3. If a Healthcare Associate begins a shift and is sent home for any reason other than unsatisfactory performance, the entire shift will be billed.

6. MUTUAL RESPONSIBILITIES

A. Term and Termination. This agreement shall commence on the Effective Date and will be automatically renewed on an annual basis. Either party may terminate this agreement at any time, with or without cause, upon thirty (30) days written notification to the other party. Such termination will have no effect upon the rights and obligations resulting from any transactions occurring prior to the effective date of the termination.

B. Notices. All notices required or permitted to be given under this Agreement shall be in writing and may be delivered personally with proof of receipt, sent by registered or certified pre-paid mail, return receipt requested, or by an overnight carrier with proof of receipt.

Notices to ATC shall be sent to:

ATC Healthcare Services, LLC
350 Springfield Ave, Suite 200
Summit, NJ 07901
Attn: Jeff & Erlin Singer

and

ATC Healthcare Services, LLC
One Hollow Lane Suite 201
Lake Success, NY 11042
Attn: Contracts Department

Notices to SCHOOL shall be sent to:

Union Township Schools
2369 Morris Ave., Union, NJ 07083
Attn: Connie Krupa
Phone: (908) 851-3040
Email: ckrupa@twpunionschools.org

C. Amendments. No amendments to this Agreement will be effective unless made in writing and signed by both parties.

D. Exhibits. All exhibits annexed hereto are expressly made a part of this agreement as though fully set forth herein.

- E. Independent Contractors. In entering into and performing under this agreement, both parties are at all times performing as independent contractors. Nothing in this agreement shall constitute or be construed as the creation of an employment relationship, partnership, or joint venture between ATC, its agents or employees, and SCHOOL. With respect to personnel furnished to SCHOOL under this agreement, such personnel shall be at all times considered employees of ATC, and ATC shall comply with all local, state, and federal laws and ordinances applicable to it as an employer, including requirements for payment of wages, verification of employment eligibility pursuant to United States immigration laws, fair labor standards, workers compensation, and laws requiring equal employment opportunity and prohibiting discrimination in employment. Nothing in this Agreement shall be construed as creating an employment relationship between SCHOOL and Healthcare Associate.
- F. Indemnification. Each party shall indemnify and hold harmless the other party and its parents, subsidiaries, affiliates, shareholders, directors, officers, trustees, employees, agents, and contractors against all actions, claims, and demands whatsoever, including costs, expenses, and reasonable attorneys' fees resulting from or claimed to have resulted from any negligent acts or omissions of the indemnifying party, its employees or independent contractors (including, for ATC, a Healthcare Associate), with respect to the performance of services under this Agreement or in the performance of the indemnifying party's obligations pursuant to this Agreement.
- G. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of New York without regard to principles of conflicts of law. Any action or proceeding initiated by any party to this Agreement shall be brought against in the courts of the State of New York, County of Nassau, or the United States District Court for the Eastern District of New York, and each of the parties consents and submits to the jurisdiction of such courts in any such action or proceeding, and each party waives any objection to venue laid therein.
- H. Dispute Resolution. Both parties shall attempt to resolve any dispute arising out of or relating to this Agreement through negotiations between senior executives of the parties, or their respective designees, who have the authority to settle the same, and, furthermore, both parties agree not to commence any formal action or proceeding unless the matter is not resolved by such negotiation within sixty (60) days of receipt of a written dispute notification. Nothing in this clause shall be construed as prohibiting a party or its affiliate from applying to a court for interim injunctive relief.
- I. Non-Discrimination. ATC and SCHOOL affirm and agree to comply with ATC's policy as it relates to discrimination and harassment, including sexual harassment, as stated below:
1. It is the policy of ATC not to discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, disability, disabled veteran, Vietnam-era veteran or other protected veteran status, or any other characteristic protected by federal, state or local laws.
 2. Harassment and sexual harassment violate ATC policy, as all employees should have the ability to perform their jobs in an atmosphere that is free from all forms of discrimination.
 3. All complaints of discriminatory treatment in violation of ATC policy, and any complaint of harassment of any type, including sexual harassment, as well as any complaint of retaliation for the reporting of such unlawful treatment, should be brought to the attention of a member of ATC's management staff. Both ATC and SCHOOL agree to investigate all complaints and collectively cooperate in the investigation and appropriate resolution of such complaints.
- J. Entire Agreement. This Agreement constitutes the entire contract between ATC and SCHOOL regarding the services covered under this Agreement and will supersede any prior agreements between the parties for the same services. Any agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect.
- K. Assignment. Neither party may assign this Agreement without the prior written consent of the other

party, which consent shall not be unreasonably withheld, except that either party may, without the consent of the other, assign the Agreement to a controlled subsidiary of that party or a purchaser of all or substantially all of that party's assets used in connection with performing this Agreement, provided the assigning party guarantees the performance of and causes the assignee to assume in writing all obligations of the assignor under this Agreement. The rights and obligations of this Agreement shall bind and benefit any successors or assigns of the parties.

- L. Waiver. The waiver by either party of a breach or violation of any provision of this Agreement will not be deemed a waiver of any subsequent breach of the same or a different provision.
- M. Invalid Provision. In the event that a provision of this Agreement is held to be invalid, the remainder of this Agreement will remain in full force and effect.
- N. Headings. The headings of sections of this Agreement are for reference only and will not affect the meaning or interpretation of this Agreement.
- O. Applicable Laws. Both parties will comply with all applicable local, state, and federal laws and regulations in the provision of services under this Agreement and certify that they are licensed, as applicable, to provide such services.
- P. Access to Records. If required by law or regulation, both parties will make available to Health and Human Services ("HHS"), the Centers for Medicine and Medicaid Services ("CMS"), the General Accounting Office ("GAO"), and the other party, or their authorized representatives, all contracts, books, documents, and records relating to the nature and extent of the costs hereunder for a period of four (4) years after furnishing services in fulfillment of the terms herein, or such other time period as required by applicable law.
- Q. Suspension or Debarment. Each party represents that it is not currently under investigation or debarred by any state or federal governmental agency for Medicare or Medicaid fraud. Further, each party represents that to the best of its reasonable knowledge, its currently practicing staff (to include for ATC its Healthcare Associates and for SCHOOL its applicable healthcare staff, hereinafter collectively "Staff"), are not currently excluded from participating in the Medicare or Medicaid programs or other government programs which are reported on the OIG or GSA lists. In the event, that an investigation of a party is initiated by any state or federal governmental agency, or it is discovered that the representations contained herein are false, the non-breaching party reserves the right to immediately terminate this Agreement. It is understood and agreed to by the parties that the ability to verify if any Staff is currently debarred is dependent upon the accuracy of the information contained on the OIG and GSA lists of excluded persons and the representations of each individual Staff.
- R. Confidential Information. Each party agrees to use its best efforts to prevent and protect the other party's Confidential Information, as hereinafter defined, from disclosure to any person other than its employees or agents having a need for disclosure in connection with the provision of services under this Agreement. Confidential Information includes but is not limited to, costs, profit and margin information, financial information, and client lists, regardless of whether such information is designated as Confidential Information at the time of its disclosure. Confidential Information shall not be deemed proprietary and the receiving party shall have no obligation with respect to such information where the information: (a) was known to the recipient prior to receiving the Confidential Information from the other party; (b) has become publicly known through no wrongful act of the recipient; (c) was received by the recipient without breach of this Agreement from a third party without restriction as to the use and disclosure of the information; (d) was independently developed by the recipient without use of the Confidential Information; or (e) was ordered to be publicly released by the requirement of a government agency. Each party agrees that all Confidential Information shall remain the property of the discloser. Nothing contained herein shall be construed as granting or implying any transfer of rights to the recipient in the Confidential Information. This clause shall survive termination of the Agreement.
- S. Protected Health Information. Both parties agree to use and disclose protected health information only

as permitted by applicable state and federal laws, including applicable provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and regulations promulgated thereunder, the HIPAA Privacy and Security Rules codified at 45 C.F.R. Parts 160 and 164, and all applicable HIPAA-related rules and regulations as they are published and as further defined by later-occurring government regulations.

- T. Affordable Care Act. Upon thirty (30) days prior written notice, ATC may implement a rate adjustment based on increased labor costs attributable to the Affordable Care Act, with such adjustment being effective at the end of the thirty (30) day notice period. ATC warrants that such rate adjustment will not exceed two percent (2%) of the then current rates.

- U. Force Majeure. ATC shall not be liable or responsible to SCHOOL, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of ATC including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities (whether war is declared or not); terrorist threats or acts, riot, or other civil unrest; national emergency, revolution, insurrection, epidemic, lock-outs, strikes or other labor disputes (whether or not relating to either Party's workforce); restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, qualified personnel or third party services; materials or telecommunication breakdown or power outage; or failure or delay of ATC's suppliers, third party service providers or subcontractors due to the above mentioned events, provided that, if the event in question continues for a continuous period in excess of fifteen (15) days, SCHOOL shall be entitled to give notice in writing to ATC to terminate this Agreement.

The parties have executed this Agreement and so certify below by signatures of authorized representatives.

ATC Healthcare Services, LLC

Union Township Schools

SIGNATURE: _____

SIGNATURE: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

EMAIL: _____

EMAIL: _____

DATE: _____

DATE: _____

THIS DOCUMENT IS NOT VALID OR BINDING UNLESS SIGNED BY AN OFFICER OR DIRECTOR OF CONTRACTING OF ATC HEALTHCARE SERVICES, LLC

EXHIBIT A

**ATC Healthcare Services, LLC
Per Diem Hourly Rates**

SCHOOL: Union Township Schools	
Occupation	All Shifts
Registered Nurse/Certified School Nurse	\$91.50
Registered Nurse	\$72.00
Licensed Practical Nurse	\$60.00
<p style="text-align: center;">Additional terms:</p> <ul style="list-style-type: none">• Overtime and Holiday Pay: 1 ½ times the hourly bill rate• Travel Rate: IRS Standard Rate per mile for travel over 30 miles round trip• On-call: \$7.00 per hour• Supervisory/Charge Capacity: \$4 per hour above the hourly bill rate• Shift Guarantee: Bus runs 2 hours minimum, field trips 4 hours minimum, in school cases 4 hours minimum• Rate Adjustments: Per Diem hourly rates will be increased by five percent (5%) on an annual basis on the anniversary date of the Agreement.	

ATC Initials

SCHOOL Initials

EXHIBIT B
ATC Healthcare Services
Customer Contact Sheet

Business Contact Card			
Company Name:			
Parent Company / Group:			
Corporate Address:			
Website Address:			
Title	Contact Name	Phone #	Email Address
Accounts Payable			
AP Supervisor			
Controller			
CFO			
CEO			
Business Trade References			
Company Name	Contact Person		
Address	Contact Phone		
City, State, Zip	Contact Email		
Business Trade References			
Company Name	Contact Person		
Address	Contact Phone		
City, State, Zip	Contact Email		

ATC Initials

SCHOOL Initials

EXHIBIT C
ATC Healthcare Services, LLC
SCHOOL Safety Checklist

To ensure the safety of our employees , please complete this checklist to identify the safety protocols in place. At our discretion, we may ask for additional information.

General Information

- OSHA and other job-site safety posters posted
- OSHA 300 Log posted between February 1 and April 30 each year
- Adequate first-aid equipment is available and fully stocked
- Accident investigation reports completed for each workplace incident
- Willing to share accident investigation reports with ATC Healthcare

Yes	No	N/A

Preventative Maintenance (PM) Program

Documented PM program in place and includes the following elements:

- Smoke Detectors
- Sprinklers
- HVAC
- Generators
- Lifts
- Sharps Containers

Yes	No	N/A

Bloodborne Pathogens (BBP)

- Written BBP program in place
- Employees trained in BBP at hire and annually
- Required PPE provided to employees to prevent infection
- Sharps containers readily available
- Biohazard kits available
- Written Infectious Control Program is in place and is updated annually

Yes	No	N/A

Personal Protective Equipment (PPE)

- Written PPE program in place
- Hazard assessment completed identifying PPE for each task
- Employees trained on what PPE is required and how to use
- Employees provided PPE at no cost to the employee
- Employees wearing respirators, fully trained, and following OSHA standards
- Employees wearing respirators are fit-tested in accordance with OSHA standards
- Employees wearing N95 masks, fully trained, provided only clean masks, and trained per CDC/OSHA guidelines
- Respiratory Protection Plan in accordance with OSHA
- Eye wash stations are readily available, clean, and tested on a regular basis

Yes	No	N/A

Hazard Communications

Yes	No	N/A

Written Hazard Communications program in place
 Employees trained in chemicals in the workplace
 Safety Data Sheets available are up to date

Emergency Plan

Written emergency plan in place
 Employees trained in emergency plan procedures
 Emergency exits marked and unobstructed
 Evacuation maps posted and clearly written and unobstructed
 Employees trained on how to handle an emergency - severe weather, fire, earthquake, bomb threat, power outage, etc.
 Fire drills held bi-annually
 Fire extinguishers mounted on the wall and labeled to be easily located in the event of fire
 Emergency telephone numbers conspicuously posted

Yes	No	N/A

Patient Handling

Safe resident lifting program in place with proper lift equipment available
 Employees trained in using lift equipment
 Adequate number of lifts available per staff
 All employees trained on proper lifting techniques for potential lifting scenarios
 Team lifts are required for moving patients

Yes	No	N/A

Other

Established visiting hours with a formal sign-in/sign-out policy
 All employees are required to wear badges with photos
 Abuse training program in place for all employees
 Training records maintained on every employee and training they attended
 Medicine dispensing control program in place
 Established restricted areas to limit employee exposure to radiation
 Spill kits are available, and employees are trained on where they are kept and how to use them

Yes	No	N/A

 ATC Initials

 SCHOOL Initials

EXHIBIT D

ATC Healthcare Services, LLC

Direct Placement Fees For

Union Township Schools

SCHOOL agrees to hire the following Healthcare Associate from ATC, as of the _____ day of _____, 20____:

Healthcare Associate Name: _____

Healthcare Associate Title: _____

Permanent Placement Fee: _____

ATC Healthcare Services, LLC

Union Township Schools

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

EMAIL: _____

EMAIL: _____

DATE: _____

DATE: _____

PURPOSE OF THIS ADDENDUM

In order to provide you with the best service possible and provide a safe work environment for our employees, we want to have a mutual understanding of safety and on-the-job incidents and/or injury procedures and practices. ATC Healthcare Services and ATC Travelers comply with the Joint Commission's standards applicable to healthcare staffing agencies as stated in the Health Care Staffing Services Certification Manual and its updates. As such, a certain language must be present in our written agreements.

Conflict of Interest: All ATC Healthcare Services employees must disclose actual and potential conflicts of interest to our agency. Because of the highly competitive nature of the Staffing industry, management (staff) employees are asked to make a commitment to refrain from any acts or associations that would create a conflict of interest with the operating philosophy and goals of ATC Healthcare Services. A conflict of interest is any situation in which an agency employee experiences a conflict between personal interests and the interests of the agency. All ATC Healthcare Services management employees, including all office employees and anyone in a position to refer business, must disclose actual and potential conflicts of interest to the agency.

Subcontractor Status. ATC does not use subcontractors in fulfilling the staffing requests of SCHOOL under this agreement

OCCUPATIONAL HAZARDS, SAFETY, AND UNEXPECTED INCIDENT REPORTING

A. SCHOOL agrees:

1. To accept Healthcare Associates who meet the qualifications for specific positions as defined by SCHOOL in its written job descriptions or specifications.
2. To contact ATC and communicate any disciplinary actions, performance-related issues, occupational injuries/hazards, unexpected incidents, sentinel events, depositions, or lawsuits related to ATC employees within one (1) business day of the occurrence. SCHOOL agrees to initiate and/or facilitate communication with ATC whenever an incident/injury report related to an ATC employee is completed that directly involves SCHOOL, whether or not the incident results in an adverse event involving patients or staff members. SCHOOL understands that ATC employees are expected to contact the agency whenever such incidents are completed and that negative trends in performance may lead to disciplinary action.
3. To allow an authorized representative of ATC to obtain a report after an accident or injury to ensure proper disposition of the matter.
4. Maintain a safe working environment and provide all appropriate personal protective equipment (PPE), such as gloves, gowns, masks, particulate respirator masks, goggles and other protective apparel, etc., as appropriate for assignment.
5. To orient staff to their relevant unit, setting, and program-specific policies and procedures.
6. Provide specific training on types and use of safety devices and equipment available and approved by the SCHOOL, such as needle or sharp safety devices.
7. Notify ATC in the event any ATC employee appears to be under the influence of any substance.

UNION TOWNSHIP BOARD OF EDUCATION - RIDER

This Rider is incorporated fully into the terms of the attached Agreement between **ATC Healthcare Services, LLC** (“Provider”) and the **Union Tp. Board of Education**, for the **2026 -2027** academic school year. To the extent that there are any inconsistencies between the terms of the Agreement and this Rider, the terms of the Rider take precedence.

I. RESPONSIBILITIES OF PROVIDER

A. Qualifications of Personnel.

(i) Provider represents that it is an approved agency as required by the State of New Jersey for related services pursuant to N.J.A.C. 6A:14-5.1 and N.J.A.C. 6A:2-5.2. Proof of agency status may be required prior to execution of this Agreement.

(ii) Provider shall only provide employees who are licensed or certified as may be required by State law. Provider shall make available for inspection, upon request of the Board, verification of current licensure or certification, as applicable.

B. Background Check.

Provider shall provide its New Jersey Department of Education Office of Student Protection Status (NJDOE OSPS) Application Approval Employment History Report including fingerprint background check for each of its employees who provide direct services to a student during the term of this Agreement. During the term of the Agreement, Provider shall report to the Board any change in the information provided, including without limitation any arrest or conviction of any employees providing direct services to students. Failure to provide the NJDOE OSPS Application Approval Employment History Report or subsequent information about employees shall be considered a breach of Agreement.

C. Sexual Abuse/Child Abuse Disclosure Release Form

Provider shall comply with the Sexual Abuse/Child Abuse Disclosure requirements of P.L. 2018, c.5, N.J.S.A. 18A:6-7.7 (“PTT Law”), and hereby consents to any inquiries required by that law that may be performed by the Board.

Provider agrees to indemnify, defend and hold the Board and its respective officers, employees and agents harmless from and against any suits, actions, liabilities, claims, damages and expenses including, without limitation, costs of investigation, expert witness fees, and attorney fees for the defense of the underlying suit, arising out of or in any manner connected with Provider’s compliance with its obligations under the PTT Law, including services performed under this Agreement by Provider, or anyone directly or indirectly employed by it, for any acts or omissions for which Provider may be legally liable with respect to the PPT Law. If in any given case a court rules that Provider is not negligent and/or did not breach its statutory duty, then Provider would have no obligation to defend and indemnify the Board.

II. INDEMNIFICATION

Each Party, subject to the provisions of the New Jersey Tort Claims Act and availability of appropriated funds, shall be responsible for, and shall at its own expense, defend itself against any

and all suits, claims, losses, demands or damages of whatsoever kind or nature, arising out of or in connection with any act of omission of its employees, agents or contractors, in the performance of the obligations assumed by the party pursuant to this Agreement. Provider is subject to the New Jersey Contractual Liability Act. Each Party is hereby released from any and all liabilities, claims, losses, costs, expenses and demands of any kind or nature whatsoever, arising under State or Federal law, to the extent caused solely out of or in connection with the other Party's performance of the obligations assumed pursuant to this Agreement.

III. FEES

The Provider shall be paid in accordance with the fee rates in the attached agreement, in an amount **Not To Exceed \$550,000.00** for all services for the term of the Agreement.

IV. TERM.

This Contract shall be for a 12-month period, commencing on **July 1, 2026 and ending on June 30, 2027.**

V. PUBLIC CONTRACTING REQUIREMENTS

A. Non-Collusion. The Provider certifies and represents that this Agreement has not been solicited, secured or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations have not been violated and shall not be violated as they relate to the procurement or the performance of the Agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any state or district employee, officer or official.

B. Non-Discrimination. The Provider shall be fully responsible for the recruitment and hiring of staff necessary to perform this Agreement. The Provider shall operate in conformance with applicable provisions of all federal and state anti-discrimination statutes and directives, including the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq., the mandatory language of N.J.A.C. 17:27-3.4(a) and N.J.A.C. 17:27-7.4(a) and (b), regarding Affirmative action, and the requirements of 42 U.S.C. 121.01 et seq., regarding the Americans with Disabilities Act.

The Provider certifies that it is an Equal Opportunity Employer and will not discriminate in the recruitment, selection, hiring, promotion or demotion of staff or the selection of services provided to children on the basis of or against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

C. Records. Provider shall keep all records pertaining to its services under this Agreement for no less than five (5) years.

VI. ADDITIONAL TERMS

A. Governing Law. This Agreement will be construed and governed in all respects according to the laws of the State of New Jersey. Any litigation shall be filed within the Superior Court of the

State of New Jersey, County of Union.

B. Relationship to Parties. Provider enters into this Agreement as an independent contractor. Nothing contained in this Agreement will be construed to create a partnership, joint venture, agency or employment relationship between the parties.

C. Assignment. This Agreement may not be assigned by either party, in whole or part.

D. Modification of Terms. No amendments or modifications to the terms of this Agreement will be binding unless evidenced in writing and signed by an authorized representative of each party hereto.

E. Notices. Any Notice given in connection with this Agreement will be given in writing and will be delivered either by hand, by courier with proof of delivery, or by certified mail, return receipt requested, to the other party, at the party's address stated below.

F. Confidentiality. Except for acknowledging the existence of this Agreement, the parties understand and agree that the terms of this Agreement, including all payment terms, shall be kept confidential unless disclosure is required by law or the parties agree, in writing, to such disclosure. All methods and mode of conduct of business for Board and Provider are to be kept confidential by Board and Provider and not disclosed to any other party or used in part or whole without the permission of Board and/or Provider.

G. Entire Agreement. This Rider, along with the Contract, constitutes the entire Agreement between the Provider and Board. **To the extent any terms included in the Contract conflict with the terms of the Rider, this Rider takes precedence.**

H. Force Majeure. Neither Provider nor the Board shall be deemed to be in default of the Agreement if either party is prevented from performing any of the obligations hereunder by reason of fire, floods, strikes, boycotts, embargoes, unusually severe weather conditions, epidemics, pandemics or any other similarly extreme circumstance for which it is not responsible or which is not within its control. If any of the foregoing occur during the term of the Agreement and Provider is unable to perform, the Board shall not be responsible for payment of any services that are not performed.

VII. NOTICE

Notices to the Board shall be delivered to:

Yolanda Koon, Business Administrator/Secretary Union Tp.
Board of Education
855 Lehigh Avenue
Union, NJ 07083

With a copy of legal notices to:

Lester E. Taylor, Esq.
Taylor Law Group, LLC
430 Mountain Avenue, Suite 103

New Providence, NJ 07974

PROVIDER

BOARD OF EDUCATION

(signed)

(signed)

Print Name/Title

Print Name/Title