POLICY: **TRAFFICKING VICTIMS PROTECTION ACT**

I. **PURPOSE:**

The purpose of this policy is to ensure the County and its contractors are in compliance with the Trafficking Victims Protection Act of 2000.

II. **REFERENCES:**


III. **POLICY:**

It is the policy of Marin County Mental Health and Substance Use Services (MHSUS) to ensure compliance with the terms in Section 106(g) of the Trafficking Victims Protection Act of 2000.

IV. **AUTHORITY/RESPONSIBILITY:**

Contract Managers
Alcohol and Drug Administrator
MHSUS Director

V. **PROCEDURE:**

The County of Marin ensures that Contractors receiving funding under the State-County NNA/DMC Contract comply with statutory requirements of the Trafficking Victims Protection Act and applicable laws and regulations through the below methods.

Contractor compliance with this policy shall be achieved through:
1. Distribution of the Contractor Manual, which includes information about Policies and Procedures and contract requirements, annually at contract renewal.
2. Include the following provisions in contracts: The County is authorized to terminate a contract, without penalty, if the contractor: (a) Engages in severe forms of trafficking in persons during the period of time that the award is in effect; (b) Procures a commercial sex act during the period of time that the award
is in effect; or (c) Uses forced labor in the performance of the award of subawards under the award.

3. Signature of Contractor on contract agreeing to all conditions set forth in the contract.

4. Approval and execution of contract by the County Board of Supervisors or County Administrator.

5. Annual completion of the Self Audit by relevant Contractors, and subsequent review by MHSUS Contract Manager, including Contractor’s signed attestation of adherence to all laws and regulations.

6. At the annual Site Visit, Contract Manager shall review relevant contractor procedures to assess compliance with the Trafficking Victims Protection Act of 2000.

7. Any non-compliance will be documented and submitted to the MHSUS Director for review and determination of Corrective Action or contract termination.

County-operated service compliance shall be achieved through:

1. Approval of State-County NNA/DMC Contract by Board of Supervisors or authorized designee agreeing to all conditions set forth in the contract.

2. Attestation to compliance with the Trafficking Victims Protection Act of 2000 at the annual DHCS Monitoring review.

3. Annual completion of Self Audit, including County Alcohol & Drug Administrator’s signed attestation of adherence to all laws and regulations.

4. At annual Site Visit, Quality Management shall review relevant procedures to assess compliance with the Trafficking Victims Protection Act of 2000.