



Finance

October 26, 2022

VIA EMAIL

Caduceus US Medical Services, LLC  
535 N. Central Avenue  
Atlanta, GA 30354  
ATTN: Rebecca L. Fitzgerald, LPN

**Reference:** Medical Review Officer Services – Professional Service Agreement

Dear Ms. Fitzgerald:

As a result of the excellent service provided by Caduceus US Medical Services, LLC, the DeKalb County School District (“DCSD”) desires to renew the professional service agreement of Medical Review Officer Services for one (1) year on the same terms, conditions and pricing as set forth in the License and Services Agreement between DCSD and Caduceus US Medical Services, LLC, dated August 21, 2020. The purpose of this letter is to obtain Caduceus US Medical Services, LLC’s acceptance of DCSD’s offer to renew the License and Services Agreement.

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from through August 20, 2023. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Caduceus US Medical Services, LLC’s consideration of this offer to renew the professional service agreement.

If accepted, please submit a copy of your company’s proof of insurance reflecting the coverage(s) stated within the original solicitation document, sign the acceptance below and email both documents to [phyllis\\_d\\_jones@dekalbschoolsga.org](mailto:phyllis_d_jones@dekalbschoolsga.org) no later than Wednesday, November 2, 2022. Insurance policy or policies must be maintained throughout the term of this agreement. A copy of the insurance requirements is included. Feel free to also fax the acceptance and your proof of insurance to Ms. Jones at 678-676-0170.

Best regards,

*Carla L. Smith*

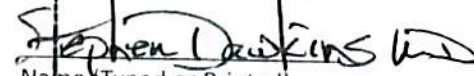
Carla L. Smith  
Executive Director, Vendor Services


CLS/lw

c: Mr. Cedric Burse  
Ms. Chandra Carter

**ACKNOWLEDGMENT**

Caduceus USA Medical Services, LLC hereby accepts DeKalb County School District’s offer to renew the professional service agreement as set forth in the License and Services Agreement, until August 20, 2023. Caduceus USA Medical Services, LLC understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

  
Authorized Signatory  
  
Name (Typed or Printed)

11-1-2022  
Date  
  
Title of Authorized Signatory