



COUNTY OF SONOMA

Human Services Department

3600 Westwind Blvd., Santa Rosa, CA 95403
P.O. Box 1539, Santa Rosa, CA 95402

ANGELA STRUCKMANN
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Employment & Training Division

LEARNING DISABILITIES DIAGNOSTIC TESTING SERVICES Provider Application

Thank you for your interest in providing Learning Disabilities (LD) Diagnostic Testing Services for SonomaWORKS clients. Attached herein you will find all of the information needed to apply to contract with the County.

Program Purpose and Goals:

Diagnostic testing is part of the services provided through the SonomaWORKS Learning Enhancement & Achievement Program (LEAP). In addition to testing, LEAP provides SonomaWORKS clients with initial learning disabilities screening, case management services and help with the implementation of employment- and education-focused accommodation plans. Screening will be done by trained SonomaWORKS and partner staff; SonomaWORKS and partner staff will also provide overall case management for individual clients. Reimbursement for the standard test battery is \$1,100 for English and \$1,300 for Spanish. No shows or file review with no testing is \$250.

Program Information:

Please refer to the following attachments for additional information regarding LD Diagnostic Testing Services:

- Attachment A: LD Diagnostic Testing Services Scope of Work
- Attachment B: Definition of Learning Disabilities as used by the Human Services Department
- Attachment C: Flowchart of LEAP Services
- Attachment D: Sample Comprehensive Written Report

Minimum Qualifications:

Provider must meet the following minimum qualifications to contract with the County:

1. Possess a Master's Degree or PhD in Psychology or an Educational Psychologist License.
2. Be licensed or certified to administer and interpret all appropriate tests as described.
3. Be licensed or certified to provide a diagnosis that will meet the requirements of the Americans with Disabilities Act (ADA) so clients will have the legal benefit of reasonable accommodation.



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4. Demonstrate the ability to recommend appropriate employment-, education-, and training-focused accommodations.
5. Possess, at the time a contract is signed, adequate professional liability insurance.
6. Comply with all local, State, and federal business regulations; this includes being in good standing with the California Secretary of State.
7. Not be on any federal debarment list.
8. Comply with the provisions of the sample contract provided in Required Form 2 and is legally capable of entering into a contract with the County of Sonoma.
9. Provide current insurance and a separate Additional Insured Endorsement as described in the sample contract provided in Required Form 2.
10. Comply with the Sonoma County [Living Wage Ordinance](#). Please note that the Board of Supervisors has approved a Living Wage increase to \$23.15 starting July 1, 2025.

Qualified respondents who submit applications will be considered for contracts on a case-by-case basis, dependent on program needs and client service needs. Submitting an application does not guarantee a contract with the County. Additionally, the County is under no obligation to order any services during the term of the awarded contract and reserves the right to negotiate additional terms and conditions as required.

Application Submission: All of the following documents must be submitted to mbendyk@schsd.org:

1. Completed and Signed LD Diagnostic Testing Services Application (Required Form 1)
2. Completed and Signed Attestation and Sample Contract (Required Form 2)
3. Current Resume or Curriculum Vitae
4. Copy of applicable licenses or credentials
5. An example of a report you have written after testing an adult client who you diagnosed as having a learning disability.

Questions regarding Learning Disabilities Diagnostic Testing Services may be directed to mbendyk@schsd.org.

Thank you for your interest in providing LD Diagnostic Testing Services to SonomaWORKS clients.