

4/14/2014

TO: ALL POTENTIAL BIDDERS

FROM: H. Ryan Bolles
DSCYF – Contract Administrator

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF14-01 Residential Treatment Services

RFP CYF14-01 Questions/Answers
ADDENDUM #2

The following is a list of questions and answers prepared for potential bidders:

1. As it relates to Crisis planning and services- letter G under Question 13 under Program Description: is crisis planning and services related to disaster plans, (fire procedures, severe weather etc.) or crisis planning as it relates to children who encounter a specific crisis while under our care (mental health related)?

Answer: As referenced in the RFP's Program Description, Number 13 letter G, DSCYF would like to know how the proposed program would handle children in crisis situations (i.e. suicidal, medically fragile, etc.). The response should include policies and procedures for crisis such as criteria used to prompt the facility to seek assistance from external resources, such as the police, Child Priority Response or another source and proposal should include policies, procedures, and/or practices that will be implemented to ensure safety and manage/reduce risks for all children.

Please note, while the RFP question referred to is not specifically addressing the agencies risk management additional information on Provider's Risk Management Plan requirements can be found in the PBHS' Treatment Provider Manual page 31 (link provided in the RFP).

2. Does PBH have a preference for whether a provider includes psychiatric care (evaluations, med management, etc.) in the per diem rate or provides such services through a collaborative partner, who then bills MA separately for services provided?

Answer: DPBHS does not have a preference.

3. For the question: I am also still looking for clarification about the following: Under Program Description: Number 11: "Provide narrative description of client service scenarios for the service(s) being proposed."

Answer: This question was asked in answered in the posted Q&A which answered "DSCYF is requesting bidders to provide examples of how a client would be services by the treatment options and modalities outlined in your proposal. Provide a scenario of what the client's service continuum would look like from intake to discharge, including aftercare planning."

Use the RFP's description of its targeted population, identify a specific target population such as children with conduct disorders and/or oppositional defiant disorder and describe the proposed treatment options and modalities used to specifically address the presenting problems (i.e. aggression) of the target population.

4. Also, how many previous monitoring reports would the RFP require? The RFP states, "Current DSCYF contracted providers must include previous DSCYF monitoring reports and Quality Improvement Plans; and If you are a provider that does not currently contract with DSCYF but does contract with a division or department of government in a different state, previous monitoring reports and Quality Improvement Plans must be submitted." Is there a specific history or number of monitoring reports you want (e.g. the last three years)?

Answer: Please include your last two reports.

5. Would you be able to provide any clarification regarding what a maintenance report entails? We have done some online searching and could not determine the parameters of the maintenance report.

Answer: Please submit evidence of accreditation. If your organization was originally accredited over 18 months ago we are asking you to submit the self-study report submitted as a maintenance requirement of the accrediting body. Basically submit whatever reports are required to be submitted to the accrediting body to maintain accreditation between reaccreditation dates.

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at herbert.bolles@state.de.us or 302-633-2701