



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: February 21, 2012

HSS 12 007

**SMART START/HEALTHY FAMILIES AMERICA
FOR
DIVISION OF PUBLIC HEALTH**

Date Due: March 20, 2012
11:00AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE
MENTIONED BID.

Clarification of the staffing requirement on Page 12 and 13, Section
II.B.3. of the RFP, and response to questions addressed at the pre-bid
meeting on February 21, 2012, are attached.

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**RFP HSS 12007 Pre-bid Meeting Questions and
Clarification to Scope of Service
February 21, 2012**

RFP ADDENDUM #1

SMART START, HEALTHY FAMILIES AMERICA (HSS12007-SMARTSTART)

1) Is this RFP an extension of existing pool of Smart Start nurses?

Answer: Yes, this RFP will help secure a vendor to build the staffing capacity of the Division of Public Health's Smart Start/Healthy Families America (HFA) program, and is essentially an extension of the pool of Smart Start HFA teams to meet the needs of the identified high risk communities.

2) Smart Start/HFA Teams and Staffing –

The Division of Public Health, Maternal and Child Health Bureau has expanded the criteria for recruiting and hiring of staff to work on the Smart Start, Healthy Families America program. In addition to the existing staff criteria outlined in the RFP, the Division will also consider proposals that include a multi-disciplinary team, which may include hiring Social Worker/Case Managers with a health and human services background as a part of the Healthy Families America team. Staff structure must still include 3 teams of 5 individuals each, and each team is still required to have a Nurse Supervisor.

For example, the 3 teams could each include:

- 1) a Nurse Supervisor and 4 Nurses, and/ or
- 2) a Nurse Supervisor and a combination of Nurses and Social Workers/Case Managers

As a reference, please review the Office of Management and Budget/Human Resource Management job classification for a Medical Social Work Consultant (#MDDG01) and job descriptions, essential functions and qualifications, which are available at: <http://www.jobaps.com/de/auditor/classreports.asp>