

REQUEST FOR INFORMATION

HSS-13-048

The Delaware Division for the Visually Impaired (DVI) Vocational Rehabilitation (VR) program is interested in information from individuals, organizations and/or medical practices qualified to work within the mental health counseling field. The intent of this RFI is for information only no contract will be awarded as a direct result of response to this RFI.

The DVI-VR program provides services to help eligible persons blind and/or visually impaired prepare for, start and maintain competitive employment, thus becoming productive and independent citizens in their communities. DVI-VR has two offices, an office to serve New Castle County and an office to serve Kent/Sussex Counties with expert staff that work in the community and have in-depth knowledge of both the marketplace and the support services available. Consumers are therefore able to benefit from the opportunity tailored to their specific need.

SCOPE OF SERVICE

Name of Program/Service

This Request for Information (RFI) is to collect information only no contract will be awarded as a direct result of a response to this RFI. This RFI is specifically for contractors in the specialties of mental health counseling, psychology and psychiatry.

Description of Program/Services

This RFI seeks information from licensed qualified professionals with experience in providing services pertaining to Mental Health services to support blind and/or visually impaired consumers in their goals for successful preparation and return to work. Please provide information on your experience, ability, process, etc. relevant to performing:

Psychological Testing

- Assessing intellectual functioning.
- Confirming or excluding psycho-social disorders impacting ability to obtain, secure, retain employment
- Identifying probable occupations suited to the individuals' personal characteristics.
- Recommending e specific counseling strategies likely to affect appropriate interventions that will facilitate a likely probability for successful vocational rehabilitation.
- Providing individual and/or group counseling to strengthen coping mechanisms'.

Staff training:

- Educating staff in the purpose of various testing instruments

Consultation Services:

- Reviewing existing psychological/psychiatric information to provide directional recommendations for vocational rehabilitation that may include referral for additional services
- Meeting with VR Counselor, and as appropriate and necessary the VR Consumer, to interpret results of psychological testing.

REQUIRED DOCUMENTS

As a response format to this RFI DVI is seeking resume/curriculum vitae formatted responses and a letter of interest from all parties containing information for Mental Health Counseling services.

For individuals interested in providing information please submit a resume or curriculum vitae formatted document that:

- Describe vendor's experience and training relevant to the services identified in this Request for Information.
- Identify specialty area; may include copy of professional licenses in the specialty of practice, accreditations and certifications.
- Address the elements of the description of services.
- Describe vendor's performance history as related to the services in this Request for Information.
- Outline the hours/days available to provide services to staff at the New Castle County office and/or the Kent/Sussex County office.

Organizations, practices and agencies submission requirements:

- Identify specialty area; may provide copy of professional licenses, accreditations and certifications in the specialty of practice.
- Address the elements of the description of services.
- Describe vendor's experience and training relevant to the services identified in this Request for Information.
- Outline the hours/days suggested to provide services at the New Castle County office and/or the Kent/Sussex County office.

The agency will accept response information no later than **4:30 p.m. on June 20, 2013**.

Response Information should be emailed in PDF format only to: DHSS_DVI_inforequest@state.de.us

Solicitation date: May 24, 2013

Question due date: June 7, 2013

Question response date: June 12, 2013

RFI response deadline date: June 20, 2013 no later than 4:30 p.m.