



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: June 19, 2015

HSS 15 019

INDIVIDUAL EMPLOYMENTS SUPPORT SERVICES

FOR  
DIVISION SUBSTANCE ABUSE AND MENTAL HEALTH

Date Due: July 6, 2015  
11:00AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF  
THE ABOVE MENTIONED BID. Addendum #1 Questions &  
Answers

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STATE OF DELAWARE

**HSS-15-019**  
**REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES – INDIVIDUAL  
SUPPORTED EMPLOYMENT SERVICES FOR ADULTS**  
**PRE-BID MEETING**  
**QUESTIONS & ANSWERS**

1) Can you explain the Vocational Rehabilitation (VR) relationship?

The selected provider(s) will have a contractual relationship with VR. The latter is a payer for employment services and is considered the primary payer for individuals with Medicaid or who are uninsured. Each of the selected contractors of these services must have a contract with VR. As such, VR will fund the IESS services, including performance outcome payments once an individual has been employed for 10 and 90 days.

2) Will there still be a 90 day limitation?

Once an individual has been employed for 90 days, the services for the individual switch from IESS to follow along services, if authorized.

3) If you already have a contract with DVR, will that contract be revisited?

DSAMH and DVR will review the current contractual relationship between potential providers and DVR.

4) Are we required to renegotiate our contract with DVR?

That will depend on the nature of the providers current contract with DVR.

5) How will this relate to current Supported Employment Services?

If this questions is referring to current ACT and Supported Employment Services: There are two changes to the current relationship. 1) All employment services through Promise must be authorized through the Promise Care Management Process and 2) Follow along services will now be funded if authorized through the Promise Care Management Process. However, if an individual does not meet the criteria for Promise, they may be eligible outside of Promise to receive VR services. What would not be available outside of Promise would be follow along services.

6) Is this mostly about follow along services?

No, this RFP is to provide both employment and following along services.

7) Would a person who went through the 90 day employment lost their job shortly thereafter, would it revert back to DVR for another 90 days?

Yes.

8) Will transportation services be available throughout the life of the program?

They are available as long as they are authorized by a Promise Care Manager. The intent is to only use non-medical transportation when there are no alternatives to this service.

9) If a Promise client, who is not in ACT or ICM: How would this flow to Promise, DVR or a contractor?

Employment and Follow along Services would be authorized by the Promise Care Manager, be referred to a contracted provider and the latter would provide both employment and follow along services as authorized by the Promise Care Manager.

10) Are there any additional training requirements for this program other than administrative requirements?

Contractor employees must be trained in each of the following:

- Trained in the unique needs of the beneficiary (e.g. communication, mobility, behavioral needs); and
- Trained in the fidelity requirements of the employment model “Individual Placement and Support”.