

QUESTIONS AND ANSWERS

Collaborative Mental Health Care Pilot Program

Questions? Email us anytime at dcfaskrfp@dcf.state.nj.us

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1. Can a psychiatrist apply under this bid proposal?

No, individuals should not apply. Applicants must be for profit or not for profit corporations or State Universities (State or private) that are duly registered to conduct business within the State of New Jersey.

2. Was the RFP from 2014 regarding the collaborative mental health care pilot program ever funded?

Yes, Meridian Hospitals Corporation was selected for funding. A copy of the proposal was made available at the Bidders Conference.

3. If so, what were the specific outcomes/learnings with respect to the program?

None yet. Meridian Hospitals Corporation's shall provide a written report to DCF within 90 days of the conclusion of the pilot phase of the program.

4. We would like to review the prior winning proposal. Is that possible?

Copies of the Narrative will be available at the Bidder's Conference.

5. Would DCF consider increasing the number of pages allowed?

The Narrative page limit is increased to 20 pages.

6. Should all pages, including all appendices, have page numbers – or just the narrative section?

Yes, it is preferred that you have page numbers for your entire proposal. Kindly type or handwrite page numbers in your proposal to correspond to your Table of Contents.

7. When should the anticipated project start date be?

Start-up work will commence upon successful contract negotiation.

8. Where/who would DCF like the Support Letters to come from?

Provide Letters of Support from community organizations that you already partner with. The Letters of Support must be specific to the services to be provided under this RFP.

9. If we applied in the past, could we use the same MOU's, or are we required to get new ones signed from the pediatricians?

The RFP seeks to create hubs in regions not served by the currently funded project (Burlington/Camden and Ocean/Monmouth). Applicants shall propose to recruit pediatricians located within the regions they propose to serve. Pediatric practices located in the currently served regions may not be recruited to participate in the pilot to be developed under the current RFP.

Additionally, we expect the agency to provide updated MOU's with current dates. We suggest that the agency check in and obtain new written commitments with the pediatricians to ensure that they are still interested in the project.

10. For currently contracted agencies, why would we be required to submit a new HIPAA Business Associate Agreement (appendix 20) with the proposal?

It is a DCF requirement that this agreement be signed by all organizations for each RFP submitted.

11. What is the anticipated volume of care for each of the Counties?

Applicants shall describe their anticipated volume of service for each region. We have modeled our expectations on other states' successful programs. These programs provide the broadest access within their region's communities. An emphasis is placed on establishing a learning collaborative with dedicated support and resources while making the best use of the Hub, while also placing an emphasis on system change.

12. Has Meridian published outcome evaluations?

No Meridian has not yet submitted their outcome evaluations; however, the program is up and running.

13. What other states have been used as models for this pilot program?

We modeled our minimum staffing requirements for the population to be served on the Massachusetts program. Other requirements in the New Jersey RFP are different from that program.

14. What type of discussion is expected in our proposal regarding collaboration with the pediatric practices?

We are looking for a thoughtful plan to engage the pediatric practices in regions the applicant proposes to serve, including a discussion of the challenges the applicant might face in the recruitment of these pediatric practices and their proposed solutions. We are interested in both the volume and quality of engagement. We do not expect that the applicant will engage every pediatric practice in the region in learning collaborative activities, but will have the capacity to serve all pediatricians that wish to access Hub consultation services.

15. Can you describe what is meant by 'access to different PCP's'?

The agency should describe and demonstrate the extent to which the agency has reached out to as many pediatricians as possible to market availability of the hub services, and to recruit and engage pediatricians in the learning collaborative activities.

16. Where in the RFP are MOA's discussed?

MOA's are covered on page 17 in the appendix that covers letters of support.

17. What period of time should we put for the annualized budget period?

Any span of 12 months is sufficient, for example: January 1, 2016 through December 31, 2016.

18. Is there a requirement that the agency work with a hospital within the region for which it is applying?

There is no requirement that you affiliate with a hospital system. The agency should propose the most effective project design to reach as many of the pediatric practices in their proposed region, but it is not expected that the agency reach all the practices within their region.

19. Is there a requirement that the Hub be located in the region being served?

There is no requirement that the Hub be located in the region being served; the Hub location is left up to the agency. This pilot program is based on a consultative model. The intention is not that the pediatricians in the region travel to the Hub, nor should the Hub team be traveling to the pediatric practices for each consultation; instead the agency should make use of electronic and telephonic consultation between the Hub and the pediatric practices within their region.

20. Can one Hub serve two regions?

The Hub's team must be dedicated solely to each region; however, this can be achieved by locating more than one Hub team in the same physical space.

21. Is the web portal meant to be used for patient information?

The portal is not meant to support consultation or health records and should not be used to store or transmit patient information.

22. Is the ultimate goal to create one centralized Hub for the entire state?

Under this RFP, funding is being made available to support the establishment of two new regional hubs in addition to the two hubs that were established through a similar RFP last year. Further expansion as well as continuity of services is contingent upon availability of funding as well as demonstrated results of the pilot projects.

23. Are you looking for agencies that have previously worked with DCF or are you supportive of new agencies as well?

Please see page 17 of the RFP where we ask that in your proposal you discuss the applicant agency's previous experience, if any, working with DCF and any other state agencies. If the agency does not have any such previous experience, they should describe accomplishments and experience working with other state agencies or funding entities.

24. Can the applicant agency sub-contract the outcome studies requirement for this RFP?

Yes, the agency may elect to sub-contract with an outside evaluator; however, the agency should be mindful that DCF must approve the sub-contractor. The subcontractor must be a qualified evaluator as described in the RFP.

25. Can an evaluator or consultant sub-contract with more than one agency?

Yes, multiple agencies can propose to utilize the same sub-contracted evaluator in their proposals.

26. Can an agency propose to collaborate with the contractee serving one of the existing regions to provide services to that region?

Applicants may not propose to provide services for either of the regions currently served by the agency that is contracted to implement the existing hubs. Applicants may propose to serve two of the regions listed in Exhibit C of the RFP.

27. Is the current budget of an agency a factor?

No, the agency should be proposing a new budget that will take into account the additional funds that will be made available if the agency is awarded the grant.

28. Is there a requirement for a psychologist to be on the Hub team staff?

No, a psychologist is not a required staff member of the Hub team.