

## **QUESTIONS AND ANSWERS**

### **RFP: STABILIZATION AND ASSESSMENT SERVICES FOR UP TO TWO (2) FIVE (5) BED HOMES**

Questions? Email us anytime at [dcfaskrfp@dcf.state.nj.us](mailto:dcfaskrfp@dcf.state.nj.us)

Phone number and contact

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Deliver proposal to: 50 East State Street, 3rd Floor  
Trenton, NJ

#### **1. Do you mean 2 homes with at least five beds?**

Yes. There must be 2 discrete houses and each house is to have 5 beds. Single bedrooms preferred, no more than two children per bedroom.

#### **2. Is the proposal specific for only a five bedroom home or could we submit a proposal for (2) 4 bedroom homes in Ocean County?**

No, this proposal is specifically for 2 houses with 5 beds in each. Single bedrooms preferred, no more than two children per bedroom.

#### **3. Is it expected that applicant agencies apply to develop both of the two requested 5-bed homes? May an agency propose to develop only one of the two homes and adjust the budget accordingly?**

The agency may develop 1 or 2 houses with a discrete staffing pattern for each house.

#### **4. Considering that these are intended to be 45 day stays, will in-home instruction be considered for those children whose home school district is too far distant for daily transport?**

Every effort should be made for the child to continue in his or her school district. The agency must do everything reasonably possible to make it possible for the child to continue in his or her school district. In the event that this is not possible, the program must work with the team to accommodate the youth with home instruction being a possible accommodation.

- 5. Will DCP&P be authorized to make emergent placements or will all admissions flow through Perform Care, regardless of the time of day?**

Admissions will flow through PerformCare, in that all referrals will be linked into PerformCare for the authorization and clinical assessment. The referrals will be 24 hours a day.

- 6. Does each home require a service/program director or would two be required, one for each home?**

There must be one service/program director for each house. Please see page 43 of the RFP. This is not a hub modality.

- 7. While the allocated times for milieu staff are listed at 112 hours/week, there is no similar allocation for nursing staff. How many hours a week/child of nursing is allocated? Or is this at the discretion of the Provider?**

Please see page 42 of the RFP, in which it states that 3.0 nurse/RN hours must be dedicated per week, per child. 30 percent must be provided by the nurse/RN

- 8. Please further explain what you mean by, "Item 2 – Applicant eligibility requirements?"**

All agencies are required to be in good standing and must not have been debarred. We complete a debarment check to ensure that each agency is in good standing. Applicants must be in good standing with all State and Federal agencies with which they have an existing grant or contractual relationship. If Applicant is under a corrective action plan with DCF, or any other New Jersey State agency or authority, the Applicant may not submit a proposal for this RFP. Responses shall not be reviewed and considered by DCF until all deficiencies listed in the corrective action plan have been eliminated to the satisfaction of DCF for a period of 6 months. Applicants shall not be suspended, terminated or barred for deficiencies in performance of any award, and if applicable, all past issues must be resolved as demonstrated by written documentation. Applicants that are

presently under contract with DCF must be in compliance with the terms and conditions of their contract.

**9. What does the data show regarding the numbers of eligible children for these types of beds?**

We anticipate that there is even a greater need than the 10 beds being funded by this RFP. We expect that the beds will be filled easily. However, CSOC does not guarantee 100% occupancy.

**10. Does that data show a cyclical trend?**

No it does not.

**11. Are the required agency documents, additional information and attachments part of the 25 page limit?**

No, these documents do not count toward the 25 page limit and should be in the appendices.

**12. Under Licensing Regulation 128, would licensing be looking through a PCH lens?**

DCF licenses numerous programs at various intensities of service (IOS) in accordance with N.J.A.C. 10:128, "Manual of Requirements for Children's Group Homes." Psychiatric Community Home (PCH) IOS has been the platform for building this and similar programs.

**13. If the start-up costs are 5%, is the generator included in that 5%?**

Yes.

**14. Is this a stand-alone rate?**

Yes, rate is stand-alone and all inclusive, and the expectation is that the program will not ask DCP&P for additional support.

**15. Given the level of sophistication of a diagnostician who is using the CANS tools, is there an expectation that this will be completed for diagnostic purposes rather than authorization purposes?**

The two purposes go hand-in-hand. There is an expectation of communication utilizing a team approach, and the CANS tools are the means of doing so. We are looking to see that the program will integrate

and involve both the child's family and their surrogate family to create a community plan with the ultimate goal of permanency.

**16. Is DCF requiring a cultural competency plan for this RFP?**

Yes, all CSOC out of home treatment requests for proposals (RFPs) require the applicant to submit their agency cultural competence plan. Please see page 31 of the RFP, under "Applicant Organization."