

**Questions & Answers Received in Response to the
RFP for Supervised Visitation, Coaching & Mentoring Program
RFP Posting Date: February 15, 2010**

Q: “(The RFP states) ‘master level licensed therapist’. So a master level under the supervision of a LMHC is unable to do the SV?”

A: **That is correct. For purposes of this program, BFP is looking for licensed therapists, with the applicable knowledge and experience.**

Q: “Will BFP offer a credentialing process for any of those areas listed and/or trainings listed on page 8?”

A: **BFP is looking for therapists who already possess knowledge and have experience in the areas of family therapy, child development, and trauma treatment. Training for those areas implies they are not already experienced.**

Q: “Will court participation and FTCs be billable on a unit basis as well?”

A: **No. This should be factored into the proposed unit rate of direct service.**

Q: “What constitutes an ‘expert’ besides any training that BFP may offer?”

A: **Demonstrated history or specialty with the population, i.e. 10 years experience in child and family therapy and experience with victims of trauma and offenders.**

Q: “Since recidivism rate is one of the expected measurable outcomes, does the SV therapist get to attend the FTCs even after SV sessions are no longer occurring to help determine which services should be placed or to monitor current service status? This would make SV data collection more valid in respects to SV being a factor in reducing recidivism.”

A: **They can but this should be included in the family’s report and recommendation to the court.**

Q: “What is considered timely reunification? Who determines this?”

A: **Reunification should occur within 12 months of removal per DCF contract requirements.**

Q: “From what I understand, supervised visits may be increasing between 4-6 hours at a minimum – do you believe that to be a correct estimation? From what I am reading, you are expecting the licensed clinician to do the entire supervising/coaching of the visit. Is that correct?”

A: The intent of this RFP is not to just provide supervised visitation but to model coaching and mentoring to the biological parent as well, which is to be conducted by licensed therapists with the appropriate knowledge and experience. The program will cater to the specific needs of each family.

Q: “Do you have any reports that would reflect when visits typically occur (days, times) or any research to show how much schooling our children in care typically miss due to visitations?”

A: It would be our expectation that the visits would occur at times that meet the needs of the family and child, outside of school hours.

Q: “Is there any current data that shows accurately the attendance & participation of biological parents in our county?”

A: We anticipate that families will be identified and referred to this program by the court system. The program should be able to serve 25 families at any given time.

Q: “In regards to the site locations, do you have the latest statistics that indicate the areas with the majority of removals? Also, to best accommodate the needs of families, are you expecting several different locations? Do we utilize current supervision rooms at the centers?”

A: The majority of our cases are centered in the South area of the county. This program should be prepared to serve clients county-wide, who may not have access to transportation. In general, we are looking for a provider to offer services in or near the families natural environment and not in “centers”.

Q: “Is there a specific dollar amount available for these services? According to page 16 of the RFP that discusses a required match of 10%, it appears based on the statement that the match requirement is expected to be less than \$2,000, therefore, the overall funding would appear to be \$20,000 or less. Is this accurate?”

A: BFP is requesting budgets be submitted in the RFP to gauge prospective costs to serve 25 families at any given time. The match is in relation to the amount of State Access and Visitation Grant dollars that are allocated to this program. These grant dollars are just a small portion of the funds that would be allocated to this program.

Q: “Page 8 of the RFP indicates the Visitation Program will serve approximately 25 families at a time. Does this equate to 25 families per year? 25 families every 6 months? 25 families per month? What are the total number of families expected to be served over the course of 12 months?”

A: The program should be able to serve 25 families at any given time. The length of time each family is involved would be up to the needs of the family. When a family

closes out, another would be referred. The total number of families served for the year would be dependent on how successful/fast each family is closed out.

Q: “On page 8 screening requirements for staffing are addressed but what is the expected caseload per clinician/counselor?”

A: BFP is not dictating the caseload, but rather is requesting Respondents to create their own program model.

Q: “Is there a current provider of these services, and is so who?”

A: No. Currently, BFP contracts on a unit rate basis with several providers for supervised visitation services only.

Q: “What is the total amount of the award?”

A: BFP is requesting budgets be submitted in the RFP to gauge prospective costs to serve 25 families at any given time.

Q: “On page 8 of the RFP, it states that visits will occur in natural settings when safe and appropriate to do so. Is there an existing location utilized currently for this program?”

A: Current programs have utilized local parks, restaurants, malls, etc. that are convenient for the family.

Q: “How will billing for services be contracted? Fixed-rate, per hour, etc?”

A: This has not yet been determined and may be worked out during negotiations with Respondent.

Q: “On page 15 of RFP, it states ‘describe how the program will alleviate client transportation issues.’ Will the provider be required to provide transportation or arrange for/educate clients on transportation(s) available?”

A: Transportation has been identified as a major barrier for current clients. BFP is looking for providers that are willing and able to either transport and/or provide services in the parents natural environment, if safe to do so.

Q: “Can you provide the RFP as a Word document?”

A: Yes. Please email me your individual requests for this.

Q: “Is there a specific budget template to be used?”

A: No.

Q: “What is the anticipated contract amount?”

A: **BFP is requesting budgets be submitted in the RFP to gauge prospective costs to serve 25 families at any given time.**

Q: “Are there established admission criteria for the youth/families to be served?”

A: **Outside of the description provided in the RFP, the specific admission criteria can be worked out further during negotiations.**

Q: “Does BFP currently support a specific Evidence Based Practice?”

A: **No.**

Q: “Page 8 indicates that the visitation coach/mentor will “attend Family Team Conferences”. Who will be coordinating these conferences?”

A: **BFP employs Care Coordinators who conduct Family Team Conferences.**

Q: “Are there existing families that are currently awaiting these services? If so, can BFP provide a listing of what part of the county the families are located within?”

A: **The majority of our cases are centered in the South area of the county. However, this program should be prepared to serve clients county-wide, who may not have access to transportation.**