

# REQUEST FOR PROPOSAL

Trillium Health Resources is developing Co-Responder demonstration pilots to provide access to BH/IDD professionals when Law Enforcement agencies, Departments of Social Services or local Districts of the Division of Juvenile Justice are responding to a person with suspected mental health or addiction issue or intellectual and/or developmental disabilities or traumatic brain injury. These pilots will support future development of more rapid access to treatment and improvements in service delivery as part of the crisis response system throughout the Trillium service area. The eligible counties are based on a mixture of urban and rural crisis response rates are Columbus, Brunswick, New Hanover, Onslow, Craven, Nash, Pitt, Pender, Carteret, Pasquotank and Dare counties. The agencies within these counties that are eligible for a Co-responder demonstration pilot are only Departments of Social Services (DSS), Juvenile Justice Districts (DJJ) and local Law Enforcement Agencies including City Police or County Sheriff departments within the eligible counties. Trillium will contract for this service with a BH/IDD provider that is qualified to meet the needs of the populations. The provider will be responsible for hiring and training the staff that will work alongside the agency staff. The Co-Responder effort will embed a BH/IDD provider within these agencies to better link children and adults with mental illness, substance use disorder and/or intellectual or developmental disabilities to appropriate services and address needs as early as possible. The focus is on the partnership between staff in DSS, DJJ or Law Enforcement Agencies and qualified BH/IDD professionals who can together provide a joint secondary response. Trillium is piloting this model to evaluate the success of partnerships that identify calls for service wherein BH/IDD, (behavioral health- mental health and/or substance use disorders or intellectual or developmental disabilities) appear to be a relevant factor and improving access to care. BH/IDD embedded co-responders are dispatched along with agency staff or law enforcement officers on these calls or BH/IDD involved situations. The BH/IDD provider offers culturally competent assessment and crisis intervention services at the scene or in the office, this includes rapid access, support, and stabilization and provides referral information for the individual including follow-up.

The goals of the Co-Responder Services Program are to:

1. Provide access to treatment when possible instead of incarceration and/or hospitalization of children and adults with BH/IDD needs.

2. Provide access to treatment for children and families as soon as the need is identified to prevent disruption of the family system when the need for BH/IDD treatment and support of the child or family member is the primary driver of the disruption and to support effective use of child and family team meetings for the child population. .
3. Provide alternative care linkages in the least restrictive environment through a coordinated system wide approach.
4. Prevent unnecessary duplication of BH/IDD services.
5. Facilitate the return of law enforcement units, DSS, DJJ staff to regular work activities.

The Offeror shall provide the stated deliverables in accordance with the dates stated in the table. The Deliverable is detailed in the following table:

<b>TABLE 1: DELIVERABLES</b>	
<b>DELIVERABLES</b>	<b>DATE DUE</b>
Work Plan - that defines how the co-responder will be embedded in the agency and will co-respond to achieve the goals of the program.	Due 30 days from Contract Effective Date.
Program Policies and Procedures Documents must include the following: - target population and eligibility criteria that clearly articulates the course of action for people not covered by Trillium Health Plan - role of dispatchers or intake staff related to this demonstration project - how the person with BH/IDD will be stabilized, observed and dispositioned to the least restrictive setting possible. - how transportation and custodial transfers will be managed	Draft document due to Trillium Health Resources 90 days from Contract Effective Date. Final document due to Trillium 30 days from reviewed draft sent from Trillium to Offeror.
Submit copy of the Memo of Understanding (MOU) with all agencies/providers involved in demonstration project	Upon execution of MOU
Submit Quarterly Progress Report using template provided by Trillium	Quarterly - July 30th, October 30th, January 30th, and April 30th, by 5pm <i>Submit on the next available business day if it the date above is on a weekend.</i>

Performance Outcome Measures Report using template provided by Trillium, on current monthly and year-to-date outcomes	Monthly - 15 days after the end of the reporting month.
Submit copy of all subcontract(s)	Upon execution of subcontract(s)
Identify stakeholders to include a representative from a minimum on 1 additional community based Mental Health and Substance use provider and 1 community based provider of IDD/TBI services, a housing representative, and a local hospital emergency room representative Develop a Steering Committee, maintain minutes of meetings and Submit copy of the Steering Committee Member Roster and minutes	60 days after contract execution and monthly minutes

Interested providers, counties or city law enforcement, county DSS or District DJJ offices must submit a letter on letterhead from an official from each agency that has decision making authority to enter into this demonstration pilot. The letter must identify the partnership between the BHIDD provider agency. The letter must also include the lead contact name and contact information for both parties.

The partnership between the Co Responder BHIDD provider and Lead Agency (either and DSS, DJJ, or Law Enforcement Agency) will need to answer the questions below:

### **Co-Responder Demonstration pilot application**

**Describe the partnership. (1 page limit)**

**Describe what is innovative about the partnerships approach to this Co-Responder demonstration pilot. Describe the services for the BH/IDD population that will be utilized and how this partnership will creatively address the implementation of this project. Please be specific about how the partnership will address issues of the BH population and those of the IDD population. (3 page limit)**

**Please describe how the partnership will be available to respond 24/7/364 when a BH/IDD issue is a driving factor in the response needed. (2 page limit)**

**Describe how the partnership will address supervision of individuals with BH/IDD issues who are served in this program to avoid emergency room boarding, incarceration, IVC, facility based crisis or other higher levels of care when they are not needed by Trillium Health plan members. Describe what will happen for individuals not covered by Trillium Health plan. (2 page limit)**

**If the BHIDD provider will need additional services added to their contract with Trillium what are the additional services needed. Please list additional service array. (1 page limit)**

**Provide an explanation and list of the staff positions and resources that will be designated to this project services to ensure that implementation is timely and meets the overarching goals for either the DSS, DJJ or Law Enforcement Agency partners. Please include a budget specific to this demonstration pilot with the request. ( 6 page limit) (job descriptions included will not count against page limit)**

**Please provide data for the 2019 regarding the number of calls that BHIDD was a factor.**

Please use the attached [budget template](#) for the proposed budget.

If you have questions about the RFP please email them by COB on September 30, 2020. to Cindy Ehlers at [Cindy.Ehlers@trilliumnc.org](mailto:Cindy.Ehlers@trilliumnc.org), please include in the subject line Questions for Co-Responder RFA. Please do not call to ask questions. Answers to questions will be posted by October 15, 2020 on the Trillium website.

Please submit this completed Application Form and all requested attachments by December 15, 2020 5:00p.m. to [Cindy.Ehlers@trilliumnc.org](mailto:Cindy.Ehlers@trilliumnc.org)

Trillium reserves the unlimited right to not make an award based upon this RFP. Trillium reserves the right to limit the number of awards per provider agency in the event there are multiple responses from the same provider for the areas in an effort to offer growth for the entire network of providers.