



**REQUEST FOR
PROPOSALS (RFP)
For
(b)(3) In Home Skill Building**

Sandhills Center is currently requesting proposals from for-profit and not-for-profit providers in good standing with the LME/MCO, the Department of Health and Human Services and all applicable oversight entities, to provide (b)(3) In Home Skill Building to members who reside within the Sandhills Center catchment area. If selected through this Request for Proposal (RFP) process, the provider and their staff must meet the provider qualification policies, procedures, and standards established by Division of Mental Health, Developmental Disabilities and Substance Abuse Services and the requirements of 10A N.C.A.C. 27G. These policies and procedures set forth the administrative, financial, clinical, quality improvement, and information services infrastructure necessary to provide services. Provider organizations must demonstrate that they meet these standards to be a member of the Sandhills Center provider network. The organization must be established as a legally recognized entity in the United States and qualified/registered to do business as a corporate entity in the State of North Carolina.

SERVICE

In-Home Skill Building provides habilitation and skill building to enable the member to acquire and maintain skills, which support greater independence. In-Home Skill Building augments the family and natural supports of the member and consists of an array of services that are required to maintain and assist the member to live in community settings.

This is a short term, intensive habilitation service to remediate one or more documented functional deficits. Members will receive a comprehensive skill and preference assessment to identify potential skills to be developed. Treatment will focus on skill development in one or more of the developmental functional deficits by using evidence-based practices and generalizing skills with the primary focus being positive behavior support. Outcome data will be gathered at the conclusion of the intervention to measure efficacy.

In-Home Skill Building consists of:

- ▶ Training in interpersonal skills and development and maintenance of personal relationships.
- ▶ Skill building to support the member in increasing community living skills; such as shopping, recreation, personal banking, grocery shopping and other community activities.
- ▶ Training with therapeutic exercises, supervision of self-administration of medication and other services essential to healthcare at home, including transferring, ambulation and use of special mobility devices.
- ▶ Transportation to support implementation of In-Home Skill Building

In-Home Skill Building is individualized, specific and consistent with the member's assessed disability specific needs and is not provided in excess of those needs. In-Home Skill Building is furnished in a manner not primarily intended for the convenience of the member. It is anticipated that the presence of In-Home Skill Building will result in a gradual reduction in hours as the member is trained to take on additional tasks and masters skills. Family members (caregivers) will be coached in intervention strategies. The family members (caregivers) are expected to participate in the sessions so that they are able to use evidence-based strategies to teach new skills and generalize skills that the member learns.

This service is not provided to members who live in licensed residential settings or live in Alternative Family Living Homes.

POPULATION TO BE SERVED

For the purposes of this RFP, the population is an eligible beneficiary who are children ages three and older or adults with intellectual disability/developmental disability (ID/DD) diagnoses having three or more functional deficits identified through

a psychological evaluation that includes an adaptive behavior assessment within three years. The beneficiary's Medicaid must be linked to one of the counties in the Sandhills Center catchment area.

QUESTION & ANSWER SESSIONS

Due to the COVID-19 pandemic, Question and Answer Conferences will be conducted via tele-conference. Teleconference login information will be made available by **September 22, 2021** via the Sandhills Center website. Attendance at the Question and Answer sessions is not required but encouraged. The purpose of the Q&A sessions are to answer questions potential applicants may have regarding completion of the proposal, services, time requirements, etc.

 **Conference A: Thursday September 23, 2021 at 11:00 am**

 **Conference B: Friday, September 24, 2021 at 3:00 pm**

Minutes will be taken at the Q&A sessions and will be mailed to all potential applicants who have requested a copy of the RFP in writing from the Sandhills Center.

If you are interested in receiving a copy of this RFP, please complete the form below, and submit to shcrfp@sandhillscenter.org or fax your request to 336-389-6533. **APPLICANTS THAT DO NOT SUBMIT A COMPLETED FORM WILL NOT BE ADDED TO THE INTEREST LIST.**

Subject Line: RFP for (b)(3) In Home Skill Building

Name of Agency: _____

Contact Name: _____ Contact Phone: _____

Contact Email: _____

Only those parties submitting a completed form will receive a copy of the RFP document and application. Written requests must be received by **5:00 pm on Wednesday, September 29, 2021.**