



SEPTEMBER 2016 REQUEST FOR PROPOSALS

Community Integration Training Program

Tri-Counties Regional Center (TCRC) is soliciting proposals for the following Community Placement Plan (CPP) contracted service:

Date: September 30, 2016

Service Type: Service Code 055 - Community Integration Training Program

Start-up available: \$60,000

Start-Up funds can only be used for non-recurring costs associated with initially establishing a service, which may include administrative components, licensing, staff recruiting and training, general equipment, and other costs as described per contract. Start-Up funds are not intended to cover 100% of the development costs.

Reimbursement: DDS-Determined Median Rates

Location: Santa Barbara

Service Description:

This is a creative day program opportunity for people who have moderate to severe maladaptive behaviors that exceed the scope of services provided by a typical day program. The typical candidate for service will have a diagnosis of Autism or an Intellectual Disability (severe to profound) and display behavioral issues such as aggression, property destruction, running/wandering away, self-injurious behavior, as well as ingestion of inedible objects. Individuals may also have medical diagnoses that require monitoring such as epilepsy. Program will focus on social skills, safety skills, and will benefit from a tailored and structured program based on individual needs. Community integration will be emphasized as appropriate. Some individuals identified for this program require specialized support to assist them in safely navigating the community as they transition from highly restrictive settings. Safety focus areas include but are not limited to, vehicle safety, both in being transported and in traversing traffic in the community as well as maintaining safe boundaries (both social and physical) when engaging fellow community members.

Individuals may be ambulatory or non-ambulatory. Development and implementation of behavioral plans may be required in consultation with a qualified specialist (see Title 17 for description of service codes 612 and 620 for qualifications).

General Requirements:

- Facility must be licensed by Community Care Licensing prior to completion of vendorization by TCRC.
- Facility will support up to fifteen (15) individuals.
- Facility must meet applicable Americans with Disabilities Act (ADA) standards.

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- Program must meet all applicable Title 17 and Title 22 regulations.
- Program will be expected to provide support to individuals with behavior challenges.
- Program Director/Administrator and direct service staff must meet training and experience qualifications set forth in Title 17.
- Program Director/Administrator must be on-site a minimum of eighty percent (80%) of day program operating hours.
- Staff must be trained and remain current in certification of non-violent crisis intervention techniques.
- Staff must speak the language of the people they support.
- Tri-Counties Regional Center (TCRC) reserves the right to reject any or all proposals and to cancel the RFP process at its discretion. TCRC may disqualify any proposal that is incomplete or does not meet the requirements described in this RFP.
- Applicants responding to this RFP who are currently vendored providers for TCRC or any other regional center must have services in good standing. Providers with Substantial Inadequacies (SI's), or Type A deficiencies with Community Care Licensing in the past twenty-four (24) months shall provide a written description of the SI(s) and/or Type A deficiencies and of all corrections that have been made. Applicants must also disclose any past, present, or pending licensure revocations, probation or denials, including but not limited to: CCL, Public Health Licensing or any agency providing services to people with disabilities, children or the elderly.
- Applicants who are current vendors of TCRC will not be considered for this RFP if any TCRC contracts are unsigned or if any monies are owed by the applicant to TCRC.

Service Summary Content Guidelines:

Please include all information requested below and provide in the same order in your document. For additional guidance in writing your Service Summary, please refer to Title 17 and Title 22 regulations and to the TCRC website (www.tri-counties.org) for information on Universal Service Expectations and the Person-Centered Thinking Initiative.

- a) Provide a brief overview of the services and supports that will be provided. Include:
 - Curriculum, activities, and philosophy of program. Be sure to describe how you will provide pre-employment skills training, soft skills training, and assistance with securing paid or volunteer work in the community.
 - Include a one-month sample schedule showing activities and goals.
 - Accommodations for non-ambulatory individuals.
 - Any other program supports or adaptations that would be provided (beyond those which would be provided in a standard adult day program). Include professional staff or consultants.
 - Describe any environmental modifications or accommodations (e.g. quiet room) that have been or would be constructed to ensure safety and stability for participants with physical and/or behavioral challenges.
- b) Briefly describe the planning process. Describe how services and supports will be determined and how individual goals/objectives will be developed.

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- c) Describe anticipated outcomes of the proposed program and how progress on individual achievement of goals/objectives will be measured.
- d) Describe when, what and how staff will communicate with care providers and TCRC.
- e) Describe your plan to recruit, and retain quality staff. Include:
 - Required qualifications for administrator and all staff positions
 - Health and criminal background screening procedures
 - Initial and ongoing training, including required certifications.
 - Describe any wage, benefit, and/or other incentives to recruit and retain quality staff.
- f) Describe specialized training for providing behavior support to individuals with potentially dangerous behaviors including data collection and implementation of behavior plans.
- g) Consultant Qualifications and Role.
 - Provide qualifications of behavior consultant and describe their role.
- h) Provide a sample monthly schedule for Administrator, Program Directors and all other staff.
- i) If known, provide proposed location of facility and describe nearby community resources such as shopping, parks, and public transportation. Describe interior and outdoor amenities.
- j) Describe transportation services that will be provided. Strong preference will be given to programs providing transportation to and from the program as an additionally vendored service.