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Addendum # 4 Youth Care Coordinator Program

Date of Addendum: 4/3/2024

NOTICE TO ALL BIDDERS AND PLANHOLDERS
The Proposal Documents for the above-referenced Project are modified as set forth in this Addendum. The original Proposal Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the Proposal Documents. Vendors will take this Addendum into consideration when preparing and submitting a Proposal and shall acknowledge receipt of this Addendum in the space provided in the Proposal Documents.

PROPOSAL SUBMITTAL DEADLINE
The Proposal submittal time has not been changed.

1.0 – QUESTIONS AND ANSWERS	
The following questions and answers are provided as a matter of information to clarify issues raised about the Proposal Documents.	
Item	Questions and Answers
1.1	<p>Q. I have a question about the attachments required for the RFP submission. One of the attachments indicates a financial audit if applicable. How would we know if it is applicable and if some financial documentation is needed could tax returns be submitted instead.</p> <p>A. BHA responded to us and let us know it's up to the county. Locally, I couldn't find anything. However, I just came across COMAR 21.01.03.01, which lists reimbursement contracts (such as Medicaid billing) as Exempt from the general provisions of state procurement regulations. Therefore, I don't believe this contract will require a financial audit. Applicants may submit one as example of financial strength of their agency, but it is not required.</p>
1.2	<p>Q. With questions relating to the licensure and so on you are expecting the agency to be either licensed or in the process of getting the licensure from the state of Maryland. Is that correct?</p> <p>A. Yes.</p>
1.3	<p>Q. Children up to age 18 can enroll, but if they reach age 18 and they have been out of the program they can enlist in the program after a 120 day. Can you confirm?</p> <p>A. That is correct. It was expressed on slide 10 of the power point. Regarding the 18th birthday with net 120 days.</p>
1.4	<p>Q. Do you require an IT system? or recording and notes on individuals?</p> <p>A. No, there's not a specified electronic health record. As long as you have an electronic health record that's suitable that would work for you and your agency.</p>
1.5	<p>Q. What's the expected census please? How many children will be benefiting from this program?</p> <p>A. There isn't an actual number of individuals that we are specifying you can serve as many as you possibly can through the program as long as it's qualifiable and serves Worcester County.</p>
1.6	<p>Q. So you specified the ratio between the supervisor and the case managers or provide the individual employees of 128. What about the ratio of each clinician to? How many would they be able to serve is there a maximum number? Is it 1 to 20 or 1 to 8 or 1 to 25 or 1 to 50?</p> <p>A. That's a good question. The ratio for the supervisor comes straight out of comar that's comar 10.09.90.10</p>

	<p>where it talks about specific Staffing. We don't see in that COMAR section that it lays out a specified caseload number. We don't believe that there is a specified case load number. We would have to dig back through comar. But we would encourage you to look through that comar again 10.09.90...because that entire chapter is really specific to this program.</p>
1.7	<p>Q. Can I get some clarity around? I was just looking at Applicant qualification number five where it says demonstrate organizational capacity to participate in the fee for service reimbursement system. And that to familiar with that. Can I get some clarity around that? Thank you. (page 6 of the RFP applic #5) it says demonstrate organizational capacity to participate in the fee for service reimbursement system.</p> <p>A. Yes, so this RFP is looking for a provider to provide to listen mental health case management in Worcester County. But that is a fee for service program. So there's not funding attached to that it's paid through Maryland Medicaid. All youth served need to have Maryland Medicaid and then the selected provider would then provide the services and Bill directly through Medicaid. It does require that you are licensed as a Maryland Medicaid provider and that you have the capacity to do that billing directly with Medicaid and reimbursement directly through Medicaid.</p>
1.8	<p>Q. What are the established rates? For the fee for service for this program.</p> <p>A. The rates are set by the public Behavioral Health System those can be found online. And there would be different rates based on expectations even of how often the youth are served based on the level.</p>
1.9	<p>Q. I wanted to know was there any clarity about? Telemedicine will we be able to contact and have meetings via virtual. I know when it comes for-service. There is a fee for a telephonic and virtual meeting, but it wasn't no Clarity in the RFP for that.</p> <p>A. So as far as that question, I'm not familiar that this program currently has Telehealth. Options I did reach out to the state for clarification on that because again that would be determined through Maryland Medicaid whether or not this is a Telehealth allowable service.</p>
1.10	<p>Q. One other clarification as well and this program, is it similar across the state of Maryland within different counties for us who have participated in mental health care coordination for?</p> <p>A. Yes, it is all governed by state of Maryland comar and so it operates the same way in different counties.</p>

END OF ADDENDUM