



REQUEST FOR INFORMATION

**Emergency Services for Adults and Youth Involved with the
Department of Children and Families**

Response requested by April 9, 2020

Christine Norbut Beyer, MSW

Commissioner

April 7, 2020

Request for Information Purpose

The New Jersey Department and Families (DCF), is seeking information from providers from any community group, non-profit or for-profit entity, government agency, universities, or other organization for services described in this Request for Information (RFI).

DCF seeks to identify organizations with capacity to operate and staff 1) a residential program at: a state-owned site, consisting of two dormitory style facilities, with up to 35 beds each (total of 70 beds) located in Ewing Township, NJ ; or 2) a residential program at three 5-bed homes located in Jackson, Mt. Holly and Willingboro , NJ. The period of time for these services shall be for the length of the State of Emergency or for no less than 90 days, whichever is longer.

Target Populations

Populations that may have been exposed to COVID-19 and/or have been displaced from out of home care settings such as shelters, foster homes, group care facilities, and/or treatment facilities as a result of staffing shortages and may require quarantine. Populations may include:

- 1) Youth aged 0-21 with any or all of the following characteristics:
 - a. In foster care and/or homeless
 - b. Medically fragile
 - c. Emotional, or behavioral health conditions
 - d. Intellectual/developmental disabilities including those with a co-occurring mental health conditions
 - e. Substance use and co-occurring mental health conditions
- 2) Mothers with substance use disorders and their children

For each population named above, DCF is preparing for the need to provide care regardless of the participant's COVID-19 status:

- 1) No known exposure, symptoms or diagnosis
- 2) Known exposure, but not presenting with symptoms and no diagnosis
- 3) Presenting with COVID-19 symptoms
- 4) Diagnosed positive for COVID-19

Information gathered in response to this RFI will be used to guide the coordination of care.

Applicant Criteria

DCF is interested in information and input from the following potential applicants:

- 1) New Jersey DCF licensed and contracted residential treatment provider agencies that meet one or more of the following conditions:
 - a) The agency has the ability to recruit and manage the staffing of one or more of the facilities described above provided by DCF for one or more of the populations described above.
 - b) The agency must be in good standing with DCF and all other state agencies. The agency must be in good standing with all State and Federal agencies with which they have an existing grant or contractual relationship. If the agency is under a corrective action plan with DCF (inclusive of its Divisions and Offices) or any other New Jersey State agency or authority, written notice of such limitation has been provided to the Agency or authority.

- 2) New Jersey non-profits, State Universities, and for-profit entities that can quickly provide services to youth and mothers with child/ren housed in a facility.

Services to be provided at the facilities are to ensure the safety, security and dignity of the occupants. The applicant will be expected to coordinate with DCF, other treatment/service providers, and Care Management Organizations (if applicable) to ensure the daily needs of individuals are being met. The applicant shall ensure access to family or significant other visitation time through audiovisual technology. Safety and security of the staff and the clients must be assured with adequate personal protection equipment. Minimum staffing requirements shall include a Manager, Direct Care Supervisor, a Registered Nurse and sufficient Direct Care Staff to maintain current licensing staff ratios. It is expected that direct care staff shall be available as required by applicable licensing regulations. The ratio of direct care to clients may be no less than 1 to 5 except that two awake staff are required at all times for more than 3 clients.

DCF or its contractees shall provide clinical treatment and/or services via telehealth as appropriate.

DCF or its contractees shall provide facility cleaning, laundry services and meal services. For the dormitory facility, security will be provided by DCF.

Request for Information Facility/Program Description

Each applicant should read the following descriptions to answer the request for information questions:

Request for Information Questions

DCF requests responses to the following specific questions. **Please create a separate response that will include all or some of the target populations above for each of the facilities described a) a residential program at: a State-owned site, consisting of two dormitory style facilities, with up to 35 beds each(total of 70 beds) located in Ewing Township, NJ and/or b) a residential program at three 5 bed homes located in Jackson, Mt. Holly, and Willingboro.**

Are you willing to operate programming at a facility provided by DCF?

- 1) What is the projected availability of services for each of the target populations described above?
- 2) What are some of the barriers/concerns related to having programs ready to serve youth or mother and children who may require treatment services?
- 3) When would the services be ready to safely accept youth or mother and child/ren?
- 4) Describe what population you will not be able to serve in each described setting.

General Information/Instructions

Comments and suggestions on this RFI can be forwarded by email to: dcf.askrfp@dcf.nj.gov. Please include the title of this RFI so that your comments, questions and other feedback can properly be assessed and considered.

All responses to this RFI are due by **12:00 PM** on or before **April 09, 2020**. Responses shall be accepted on a rolling basis. Responses will assist DCF in developing a coordinated plan that reflects stakeholder input. Applicants shall not contact the Department directly, in person or by telephone, concerning this RFI. Applicants may request information and/or assistance from dcf.askrfp@dcf.nj.gov.

Responses received after **12:00 PM** on **April 09, 2020** may not be considered in the planning process but will be reviewed.

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