

**RFP-DEVELOPMENTAL DISABILITIES CASE MANAGEMENT SERVICES
QUESTION AND ANSWER**

FROM INFORMATION SESSION:

Question:	Response:
Could someone give an update on possible merger with Rockingham County?	We anticipate expansion of LME services to include Rockingham County in the near future. This will expand population base of LME, and increase numbers of persons receiving CM services served by the LME.
Does the number of CAP consumers listed in the RFP include MR/MI consumers who also receive CAP services?	Yes. Of the total number of CAP recipients, nine are also MR/MI consumers.
Would providers be able to continue to support individuals with whom they currently work if they are awarded the CM contract?	As stated in the RFP, a provider may not provide any other services to individuals for whom they are providing CM.
Is there currently a waiting list for CAP and/or DD CM?	There are 30-35 individuals on the CAP Potentially Eligible List who are awaiting CAP services but do not want/need CM services until such time as they begin receiving CAP services. There are also a small number of people awaiting CM services.
Should provider submit compliance verification information for all services they currently provide or strictly for CM?	If the provider is already certified in the area of CM, just submit that information. If not certified to provide CM, submit information that supports and speaks to the expectation of obtaining formal certification.
Are fiscal attachments included in the 30-page limit for text in the proposal?	No, they are considered attachments and do not count toward the 30-page limit.
Should proposed budget be based on the full contract amount?	Yes
Are case managers salaries listed on the salary schedule? Do salaries include longevity?	Yes. Case managers are classified as either Habilitation Specialist II or Habilitation Specialist III on the salary schedule. Salaries do include longevity.
How does access work for individuals seeking services in Alamance and Caswell counties?	Currently screenings are completed departmentally, but the Access unit will soon assume this process. Procedures are being developed to address this.
How does local approval work at ACMHDDSA?	The LME has 3 certified local approvers. This is an LME function. The process for

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	providers will be determined prior to transitioning CM.
Will contract agency be involved with CAP MR/DD prioritization?	This is currently done in conjunction with the IAC process. CM and families often attend meetings to provide information. It is felt that this process will continue.
Will DME go through ACMHDDSA or will contract CM agency be responsible for ordering once PCP is approved?	For now, the Area Program will continue to bill those items which the CAP manual indicates are to be billed by the LME only. Providers will be expected to bill for items/services which the manual indicates can be billed by a provider certified by the local area program. In addition, Provider agencies will be responsible for ensuring that other needed items are available to consumers.
Does ACMHDDSA use Provider Link?	No.
Is the Habilitation Program Supervisor position vacant? If not, can we get the actual salary?	That position is the current DD Director position. As roles have changed, the DD director is now working more in the area of provider relations, and the duties of that position have been distributed elsewhere. The salary schedule includes staff whose positions are currently included in the programs being divested, but does not necessarily reflect the staffing pattern that will be needed. The provider agency will need to submit budget based upon projected program needs.
Can we get more information regarding the potential contractual relationship for office space, equipment, and furnishings?	This section has been included in all RFPs, and generally applies more to freestanding programs such as Alamance Developmental Center. Negotiation of office space in the current facility may be possible in the short term if needed, but is not intended to be a long-term arrangement.

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WRITTEN QUESTIONS SUBMITTED:

Question:	Response:
Regarding the possibility of entering into a contract with ACMHDDSA for the provision of office space, equipment and furnishings, could you report the estimated and/or probable monthly cost of such a contract?	Would need to be negotiated on a short-term basis (see above).
How many case managers do you have now and what are their current salaries etc.	See information provided in Appendix A of the RFP. Seven of the Hab Spec. II and III positions listed are case managers, with two additional vacant case manager positions. The two highest salaried Hab. Spec. III positions are coordinators.
How many case managers does a coordinator supervise? Are supervisors and case managers split up by disability or can they supervise/work with all the populations specified in the RFP?	Currently there is a CAP-MR/DD coordinator who supervises five case managers and an MR/MI coordinator who supervises two MR/MI case managers. Both coordinators however have additional duties such as Local Approval and Single Portal responsibilities which are, of course, responsibilities that will remain with the LME. Providers should be aware that the current staffing pattern is not necessarily the staffing pattern that will be needed.
CAP case managers get reimbursed for 5 hours a month at the \$338. What are the parameters for Medicaid and other @ the 22.66/qtr hour?	The number of case management hours provided is based on consumer need. We anticipate that the LME will authorize up to a maximum number of hours with allowance for crisis situations.
How does the new CAP waiver affect this without case management marked? What changes may happen?	Under the proposed new CAP waiver case management for CAP consumers will be outside the waiver and will be delivered as targeted case management. We anticipate that the LME will authorize case management services as described above.
When case managers use their cars, are they reimbursed mileage when they are visiting with people or responding to a crisis?	The LME currently reimburses case managers for work related travel when they use their own vehicles.