

Needs and Capacity Assessment OSAR Clinical Functions

I. INTRODUCTION

A. Summary

Senate Bill 1507 enacted during the 84th Legislature directs the Department of State Health Services to contract only with local mental health authorities or local behavioral health authorities to administer outreach, screening, assessment, and referral functions relating to the provision of substance abuse services. A local mental health authority or local behavioral health authority may subcontract with a substance abuse or behavioral health service provider to provide those services. The local mental health authority or local behavioral health authority that contracts with the department to administer outreach, screening, assessment, and referral functions relating to the provision of substance abuse services shall develop an integrated service delivery model that, to the extent feasible, uses providers who have historically administered outreach, screening, assessment, and referral functions.

The Department is requesting that LMHA's who are interested in contracting for services currently provided by the Outreach, Screening, Assessment and Referral (OSAR) programs for substance abuse services complete a Needs and Capacity Assessment (NCA). The NCA is designed to ensure continuity of existing OSAR substance abuse services

For FY2016, DSHS intends to contract with no more than 12 LMHA's to administer substance abuse outreach, screening, assessment and referral functions. Either by subcontracting or providing these services directly the LMHA interested may apply to cover regions as outlined in Texas Health Service Regions; one in each region with the exception of region 6, which may include two LMHA's.

http://www.hhsc.state.tx.us/about_hhsc/Regions/

The services areas currently covered by the NorthStar/ValueOptions programs will remain for FY2016 and be reviewed for FY2017.

B. Components of the Program

Any future funds allocated related to the NCA must be used for the following priorities:

Provide Outreach, Screening, Assessment, and Referral (OSAR) services to Texas residents.

Attachment 1 - Statement of Work

Attachment 4 - 2016 General Provisions Core

Attachment 5 – 2016 Substance Abuse ADD Provisions

Attachment 6 - 2016 GP Sub-recipient Addtl Provisions Final

Attachment 7 - SAPT Contractor Requirements - Exhibit A

Provide OSAR services to individuals seeking substance abuse information and treatment within each of the Texas Health Service Region Program Service Areas. (See Attachment 2-Service Areas and Funding Amounts)

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C. Goals

Services must be designed to:

1. Maintain collaborative relationships with DSHS funded contractors to ensure continuum of services (prevention, intervention, substance use disorder treatment, recovery support services).
2. Maintain collaborative services and relationships with community agencies to ensure access to services (DFPS offices, Drug Courts, Juvenile Courts, Probation, State Psychiatric Hospitals, Federally Qualified Health Clinics, Local Health Clinics, Licensed Substance Use Disorder Treatment Facilities).
3. Ensure that clients are provided interim services and weekly contact while awaiting or deciding to enroll into services.
4. Ensure access to substance use disorder services by providing OSAR services in the community including but not limited to hospitals, health clinics, jails, DFPS offices, Prevention Resource Centers and other community based organizations.
5. Ensure referrals are prioritized based on the Federal Block Grant priority population criteria as described in the attached 'Statement of Work'.

II. NEEDS AND CAPACITY ASSESSMENT (NCA) REQUIREMENTS

The NCA must describe how the LMHA will provide OSAR Services in the Texas Health Service Region they are proposing to serve. LMHA's are encouraged to review every section of the attached service requirements carefully and address each section. The NCA narrative shall be limited in size to ten (10) 8 1/2" x 11" pages, double spaced with 12 point font. Any supporting documents, including tables, spreadsheets, flow charts, letters of support, written agreements or budget pages developed and submitted as part of this NCA are not counted as part of the 10 page narrative.

If the LMHA is selecting one of the options below, add the appropriate statement below to the NCA with the information completed in the blanks and proceed directly to, and complete:

1. Section II D-Work Plan
2. Section II E- Project Budget
3. Section III Submission Date

Option 1: "As the LMHA _____ in HHS region____ (fill in name of the LMHA and the region) it is our intention to subcontract with a current FY2015 OSAR service provider that administers outreach, screening, assessment and referral functions." (All service providers are listed on Attachment 2)

We intend to subcontract with the current service Provider _____ (fill in the provider's name).

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Attach any form of documentation of the LMHA's agreement with the current service provider to provide the services outlined in Attachment 1.

Option 2: "As an LMHA _____ in Region _____ (fill in the name of the LMHA and region) that currently holds the OSAR contract, we are confirming that we propose to continue to provide outreach, screening, and assessment and referral functions outlined in Attachment 1.

For LMHA's planning to provide the services directly and do not choose from the options above, the following information must be included in the NCA:

A. Service Plan

1. Brief description of how each of the Service Requirements set forth in Attachment 1 - Statement of Work will be conducted by the LMHA.
2. Brief description of the Staff Competency Requirements set forth in Attachment 1 - Statement of Work will be met by the LMHA.
3. Brief description of how each of the Reporting Requirements set forth in Attachment 1 - Statement of Work will be met by the LMHA.

B. Demonstration of Capacity

1. Description of how clinical services will be provided in each of counties of the Health Service Region currently covered by the OSAR/provider that administers the outreach, screening, assessment and referral functions.
2. Description of how the LMHA will ensure that the continuum of OSAR services will be maintained at the current level on and after September 1, 2015.
3. Description of how the LMHA will work with all the substance abuse providers and other LMHA's covered in the region to provide OSAR services.
4. Description of the LMHA's capacity to use the Clinical Management for Behavioral Health Services System (CMBHS) to specifically document OSAR services beginning September 1, 2015.
5. Description of the LMHA's current and planned future involvement in the local, area or regional Recovery Oriented System of Care (ROSC).

C. Demonstration of Collaboration

1. Description of how the LMHA has "used providers who have historically administered outreach, screening, assessment, and referral functions" as outlined in SB 1507, to prepare for the implementation of OSAR services on September 1, 2015.

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2. Using the table format below, provide a list of all collaborative partners that are participating in the proposed project. Collaboration with hospitals, FQHC's, law enforcement/criminal justice agencies, substance abuse providers, ROSC's, Prevention Resource Centers, and state psychiatric hospitals are highly encouraged. (Rows may be added to the table to accommodate your list of collaborative partners.)

Entity/Name of Agency	Lead Contact	Title/Role within Agency

3. Include any written agreements with, or letters of support from collaborative partners already in place.
4. Briefly describe the type and extent of the collaborative partners' participation in the conceptualization, planning, and the development of the project.

D. Work Plan

Provide a detailed work plan for services, activities and functions outlined in:

A. Service Plan; B. Capacity; C. Collaboration; D. Project Budget

Plan should clearly describe:

1. The tasks and activities required for development and implementation;
2. The individuals responsible for completion of tasks and activities; and,
3. The target dates for completion.

E. Project Budget

1. Provide a FY2016 Budget using Attachment 3 - Budget Schedule and Administrative Cost details.
2. Provide a description of the LMHA's contribution of an amount equal to at least five per cent (5%) of the total DSHS share of the program actual expenditures in matching cash or in-kind contributions from sources eligible to be used for matching purposes.

III. SUBMISSION DATE

The deadline for submission is July 24, 2015 by 4:00p.m. Central Standard Time (CST). Please submit a NCA for each proposed OSAR project to the following email addresses in the format below:

To: tina.hosaka@dshs.state.tx.us
 Cc: philander.moore@dshs.state.tx.us
SubstanceAbuse.Contracts@dshs.state.tx.us

Subject: OSAR-Services-Substance Abuse Projects_NCA_Name of LMHA

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Upon submission of your proposal(s), you will receive an email confirmation that contains a read receipt. If you do not receive an email confirmation within one business day of submission, contact Tina Hosaka at 512-206-5205.

Questions can be directed to Tina Hosaka at 512-206-5205 or Philander Moore at 512-206-5828.

IV. DSHS SELECTION

A. Review Criteria

OSAR contracts will be awarded based on the merits of the needs of the Mental Health and Substance Abuse system in the State of Texas, with final approval from DSHS, at DSHS's sole discretion. DSHS will review the submitted documents to determine which projects will receive funding based on the following criteria in priority order:

1. The extent to which the current OSAR provider was used to develop plans for the implementation of OSAR services.
2. The LMHA's capacity to implement services on September 1, 2015.
3. The project's ability to provide DSHS with client level data via CMBHS.
4. The extent of collaboration with substance abuse services and other substance abuse stakeholders in the region.
5. The project's ability to maintain services currently provided by the OSAR programs including but not limited to staff presence at Department of Family and Protected Services, Drug Courts, Probation and Federally Qualified Health Centers, other LMHA's in the region.
6. The overall clarity and clinical appropriateness of the proposal.
7. Efficient, effective approach to achieving project goals.

B. Contract Negotiations

DSHS staff will collaborate with contractors to identify project requirements. During the negotiations, the proposed project's budgets, and performance measures goals, may require modification. Once the contract negotiation process is complete, DSHS will prepare the OSAR contract for execution.

C. Use of Funds

Substance Abuse Prevention and Treatment (SAPT) Federal Block Grant Funds are utilized to fund OSAR services. As sub-recipients of the SAPT Block Grant, Contractors must adhere to specific applicable requirements, identified in Attachment 3, as part of the FY2016 contracts.

Based on expenditures and match requirements, money may be de-obligated on a one time permanent basis to ensure that available funds are maximized. All Statements of Work (SOW) will include the ability to redeploy potential lapse into other regional OSAR programs in the state.