



Office of Mental Health

Youth Assertive Community Treatment (ACT) Team RFP#MH253004 Questions & Answers

Q1. What are the eligible costs within the start-up budget?

A1. Start-up funds will be allocated in a lump sum at beginning of a separate fixed term contract for a total of \$450,000. Eligible costs include but are not limited to; operational expenses, transportation, minor modifications to office space, and/or incentives for staffing. Start-up funds can be spent on anything related to running the Youth ACT program while ramping up to full census in order to claim the expected revenue from Medicaid.

Q2. What are the specific requirements for the Psychiatric Nurse Practitioner position?

A2. The Nurse Practitioner of Psychiatry (NPP) (in lieu of Dr or offsetting Dr. hours) must be currently licensed as a Nurse Practitioner of Psychiatry by the NYS Education Department. The NPP must practice in accordance with NYS practice requirements. Any supporting documentation must be available for review.

Q3. The RFP references a facility documentation form requesting detailed information about the proposed program space. Can OMH please clarify whether applicants are required to identify and secure a specific facility at the time of submission, or if a general plan for obtaining appropriate space upon award will satisfy this requirement?

A3. Applicants must describe their plan to create a physical space that supports the Youth ACT team and its work and information about other supports the agency will provide for the Youth ACT team relative to equipment and administrative oversight. Youth ACT Providers must have office space that is appropriately located and adequately appointed to comply with state licensing standards by the program start date.

Q4. Can OMH clarify expectations for staff hiring and program readiness during the start-up period? Specifically, should applicants assume staff recruitment begins upon contract award, or is there an expected timeline to reach full operational capacity following start-up funding?

A4. There is not a standard or expected timeframe to reach full operational capacity following initial start-up. In order for a Youth ACT team to be licensed the following staff must be hired and onboarded: team lead, prescriber, one licensed mental health professional and program assistant.

Q5. Does OMH intend for Youth ACT programs to prioritize youth transitioning from higher levels of care (e.g., inpatient or residential settings), or can referrals also include youth at risk of first-time hospitalization who meet eligibility criteria?

A5. Prioritization is needs-based and is re-evaluated periodically as new children are placed on the waitlist or as the mental health status of children on the wait list changes. In addition to meeting all Youth ACT criteria, the following should be considered in the prioritization process:

- Residing or being discharged from an inpatient bed, an OMH licensed residential treatment facility (RTF), a children's community residence (CCR) or boarding in an emergency room or pediatric unit. Youth ACT is needed for a successful transition to home/community.

- Child/youth has been deemed eligible for RTF or residential setting but has been placed on a waitlist awaiting a bed and requires clinically intensive community services to avoid hospitalization.

- Clinically assessed to be at immediate risk of requiring a more restrictive living situation (e.g., CCR, psychiatric hospital, or RTF) without intensive community services the child/youth has utilized multiple intensive alternative community mental health services and requires Youth ACT to remain in the community.

C-SPOA and the Youth ACT provider should work collaboratively on understanding capacity and managing the waitlist.

Q6. The RFP notes that OMH reserves the right to modify the initial contract period to align with the fiscal year. Will this adjustment impact the start-up funding period, or only the operational contract term?

A6. This will not impact startup funding as startup will be issued on its own contract.

Q7. Does OMH anticipate giving priority to applicants proposing to expand Youth ACT into counties currently without an existing program, or will proposals in counties with established teams be considered?

A7. OMH is expanding Youth ACT by one team under this Request for Proposal (RFP). OMH is expanding Youth ACT by one (1) team under this Request for Proposal (RFP). One (1) award will be made to one county, selected from the list of eligible counties outlined below. Proposals will be ranked, and an award will be made to the applicant with the highest score. After an award is made for a given county based on score, no further awards will be made. Identified counties are Oswego, Jefferson, St. Lawrence, Clinton, Cayuga, Monroe, Wayne, Livingston and Cattaraugus.