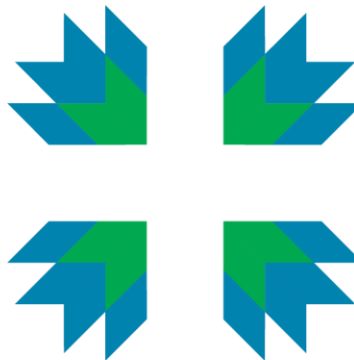




– REQUEST FOR PROPOSALS –

PCMH Transformation Coach/Evaluator


ISSUED 11/9/2022



ROCKY BOY

HEALTH CENTER

6850 Upper Box Elder Road
Box Elder, Montana 59521

Approved for Advertisement:  11/10/2022
31186944B969401...

SECTION I: GENERAL INFORMATION

1.1 Introduction

Rocky Boy Health Center (RBHC) is seeking proposals from qualified respondents to serve as coach and evaluator for practice transformation to full behavioral health integration consistent with the Patient Centered Medical Home model. After review of proposals RBHC anticipates entering into agreement with qualified individuals or entities. This document is a Request for Proposals (RFP) for the services described below and the RFP establishes minimum requirements a Respondent must meet to be eligible for consideration, as well as information to be included in the Respondent's response.

1.2 Owner

Rocky Boy Health Center (RBHC) has been serving our community since 1976. Today, Rocky Boy Health Center provides a full suite of professional health care and services for over 4,000 people with a staff of over 200 employees. Our healthcare system includes primary medical care, dentistry, optometry, behavioral health, traditional healing, specialty clinics (physical therapist, cardiology, women's health, nephrology, etc.), outpatient substance use disorder, and substance abuse recovery homes. We provide these services in one modern facility for our Chippewa Cree community. Our vision is to move forward with patient centered care and integrated services within our health center. We are in the early stages of the implementation of a comprehensive, patient-driven, integrated healthcare model.

1.3 Schedule

Event	Date/Time
RFP Release	11/9/2022
Questions and Clarification Requests	On-Going
Proposals Due	11/30/2022
Notification	12/30/2022

*RBHC reserves the right to modify this schedule dependent on the Health Center's needs.
Organizations responding to the RFQ will be notified of any changes.*

1.4 Points of Contact

Dr. Deborah Essert – Behavioral Health Director – dessert@rbclinic.org
 Dr. Lauren Corcoran – Chief Clinical Officer – lcocoran@rbclinic.org
 Brian Molina, Jr. – Human Resources Director – bmolina@rbclinic.org

1.5 Purpose

The RBHC seeks proposals from entities or individuals who can demonstrate proficiency in integrating services to create a Patient Centered Medical Home model as stated in this RFP.

The purpose of this request is to identify a panel of pre-qualified entities and/or individuals with demonstrable expertise that are eligible to provide services to the Rocky Boy Health Center for a period of four (4) years. The RBHC's list of pre-qualified entities or individuals will permit the RBHC to assign projects without additional procurement process. This request for proposals is developed pursuant to RBHC Procurement Policy.

1.6 Instructions

Proposals must include:

1. Cover letter - All proposals must include a cover letter submitted under the proposer's name containing the signature and title of person or an authorized official from that has the authority to enter a contract. The cover letter should also include contact information (name, email, address, telephone number and mailing address) for this proposal. The cover letter should include proposer's interest and executive summary.
2. Proposed Scope of Work - Describe how you will work with RBHC as coach and evaluator with reference to the three responsibility categories: assessment, training, and evaluation. Include in your Scope of Work a projected timeline and description of your pricing structure. If using fee basis, indicate all-inclusive, hourly fee. If using a pricing structure per project, include a detailed price breakdown.
3. Curriculum vitae or summary of experience in providing needs assessments, training, and evaluation to tribal health organizations, AAAHC- accredited organizations, and/or other healthcare organizations.
4. Three professional references that include the name, title, and contact information.
5. Verification of Tribal Membership affiliation (if any).

All proposals must be submitted either in pdf format or in a sealed envelope and clearly marked "Sealed Proposal-RBHC PCMH Transformation Coach/Evaluator" and include 1 copy of the proposal. Proposals will be accepted until 4:00 p.m. (mountain time) on **11/30/22**

1.7 Methods of Submission

UNITED STATES MAIL:

Rocky Boy Health Center
Attn: Cynthia Stump, Procurement Officer.
6850 Upper Box Elder
Road Box Elder, MT 59521

SECURE ELECTRONIC MAIL: cstump@rbclinic.org

SECTION II. REQUEST FOR PROPOSALS (RFP)

The Rocky Boy Health Center (RBHC) is committed to improving patient care that incorporates traditional and holistic approaches with evidence-based practices to offer integrated, patient-centered healthcare. We are seeking a Practice Transformation Coach and Program Evaluator that will guide and evaluate our progress toward integrating our Behavioral Health and Substance Use treatment services into primary care and becoming a Patient Center Medical Home (PCMH).

Patient Population

The Rocky Boy Health Center (RBHC) is on Rocky Boy's Indian Reservation in northcentral Montana and serves the enrolled members of the Chippewa Cree Tribe (CCT). Of the 6,971 enrolled members, 3,910 live on the reservation. The Chippewa Cree highly value their traditional beliefs and practices and how essential they are for individual and community healing. In 1994 the CCT entered into a Self-Governance Compact Agreement with the Indian Health Service (IHS) to assume all functions, services, and activities previously a governmental function of the local health service unit. Our community experiences chronic poverty, isolation, and high rates of child abuse and neglect, drug and alcohol use, truancy, and crime. According to the Chippewa Cree Law Enforcement approximately two thirds of arrests made on the reservation are substance use related. Many experience physical barriers to accessing care due to our rural/frontier location, dispersed facilities, lack of personal and public transportation, mountainous and unpaved roadways, and extreme weather conditions. In addition, stigma regarding mental health and substance use is a significant social barrier to accessing needed healthcare.

SECTION III: EVALUATION PROCESS

Step 1: Written proposals will be reviewed for compliance with RFP requirements. Those that comply will go to Step 2.

Step 2: Written proposals will be reviewed and evaluated by the RBHC Director of Behavioral Health, Chief Clinical Officer, Chief Wellness Officer, Chief Executive Officer, and Human Resources Director. Evaluations are conducted on a point system, with preference for qualified Chippewa Cree Tribal bidders and secondary preference other Tribal affiliation according to CCT TERO policy. Points will be awarded among the following criteria listed in the Scope of Work.

Step 3: The RBHC will conduct reference checks for the highest scoring Proposal(s). If the reference checks are positive, phone interview(s) will be scheduled.

Step 4: Should the process require; contract negotiations will commence with the selected proposal.

Step 5: RBHC will select and notify company selected.

Step 6: If negotiations with the initially selected respondent fail to produce a contract, RBHC reserves the right to enter negotiations with one or more other companies or engage alternative options under the RBHC's Procurement Policy.

SECTION IV: EVALUATION CRITERIA

The contract proposal will be evaluated on the following criteria:

4.1 Price: 20%

Scope of Work to be performed is described in Section V.

The RBHC's Procurement Policy notes the following Indian Preference provisions applicable to price determinations and qualifications:

- a) It is in the best interest of the RBHC to contract with bona fide Indian contractors or businesses whenever qualified and practical. If more than one bona fide Indian contractor or business has

submitted a proposal that is within the cost differential table below, preference will be given to those contractors or businesses that are owned and controlled by enrolled members of the Chippewa Cree Tribe or any other tribal affiliation.

- b) If the lowest price by a bona fide Indian contractor is within the cost differential in the table below, when compared with the lowest bid or price, then the Indian business shall have the opportunity to match the overall lowest bid or price:

PROCUREMENT VALUE COST DIFFERENTIAL

\$5,000.00 OR LESS 15%

\$5,001.00 OR MORE 10%

- c) This provision only applies to the awarding of the contract and shall not apply to any subsequent transactions. After award of the contract, the terms of the contract shall govern all transactions.

4.2 Experience: 30%

- a) Length of time providing assessment, training, and evaluation services in this scope.
- b) Depth and experience of the persons or entities submitting the proposal and other matters relating to relevant experience.
- c) Experience working with rural/frontier communities and Native American populations.

4.3 Suitability: 30%

- a) Demonstrated cultural competence with Native American communities including experience, accomplishments, work, or community affiliation.
- b) Thorough understanding of behavioral health and substance use disorder integration and how to facilitate practice transformation.

4.4 Leadership Qualities: 20%

- a) Experience and success working within teams; organizations, divergent community interests, or stakeholders.
- b) List of services provided to make best candidate choice.

SECTION V. SCOPE OF WORK

5.1 ESSENTIAL DUTIES AND RESPONSIBILITIES

The Practice Transformation Coach will help RBHC achieve full behavioral health and substance use disorder integration consistent with the PCMH model through assessment, training, and evaluation.

Assessment – This individual or entity will conduct a comprehensive needs assessment with specific attention to (1) the integration of Behavioral Health and Substance Use treatment into Primary Care, and (2) depression screening, risk assessment, and care coordination for individuals at risk for suicide. Results will be presented to RBHC leadership and the PCMH Practice Transformation Team. The data will then be used to plan actionable items to integrate services.

Training – Individual or entity will offer minimum of four inter-professional workshops on evidence-based practices, processes and workflows identified by the needs assessment and will be provided within 12 months from the date of contract.

Evaluation – Individual or entity will conduct evaluations of RBHC's progress toward goals identified and established by the needs assessment. Evaluations will be conducted biannually for 4 years from the date of contract. Evaluations will be presented to RBHC leadership and the PCMH Practice Transformation Team biannually.