

Introduction

The mission of the Franklin/Fulton Mental Health/Intellectual Disabilities/Early Intervention program is to partner with the community to develop and arrange for the availability of quality services and supports for individuals and families. The program also wants to promote services that are delivered within a comprehensive system of care that emphasizes provision of care in the least restrictive clinically appropriate settings and promotes the highest level of functioning for all service users.

Within that system of care, it is expected that individuals who present at a medical facility in mental health distress receive professional diagnostic assessment, psychopharmacological treatment if necessary, and appropriate evaluation for inpatient hospitalization according to the criteria established in the Mental Health Procedures Act. The Act is a 1976 Pennsylvania statute outlining provision of treatment and rights for the mentally ill. More specifically, it established rights and procedures for all voluntary and involuntary treatment of mentally ill persons, whether inpatient or outpatient in nature. Standards for determination of severe mental disability as well as present danger were also established so as to determine need of emergency inpatient commitment under sections 302 and 304 (c) of the Act. During the 2012-13 fiscal year, 2,038 Franklin County residents accessed crisis intervention services as did 108 in Fulton County, likely resulting in numerous applications of the Mental Health Procedures Act during the crisis contact and exemplifying the potential impact of the Act locally. In addition, several recent complaints and sentinel events regarding the process of inpatient hospitalization consideration have been cited and as a result, this Request for Proposal is put forth for the purpose of system appraisal and assessment of both counties' interpretation of the Mental Health Procedures Act.

STATEMENT OF PURPOSE

Objective of the Request for Proposal

The primary objective of this Request for Proposal is to retain consultants to conduct a comprehensive qualitative and quantitative analysis of Franklin and Fulton Counties' current operationalization of the Mental Health Procedures Act as it relates to voluntary and involuntary inpatient hospitalization. The scope of work involves process evaluation from the point an individual experiences distress in the community until the point at which that distress is relieved (i.e. discharged from a medical facility), including the nature of one's interaction with key touch points or intervening services such as but not limited to emergency room physicians, police officers, crisis intervention staff, first responders, county mental health delegates, and other sources of natural support. The successful vendor will not only offer thorough system assessment by means of stakeholder interviews, data analysis, etc., but also propose quality monitoring practice recommendations and then facilitate, with County partners, development of an action plan for system change based on vendor recommendations in several fundamental areas such as:

- a. Defining, in procedural terms, an appropriate balance between public safety and an individual's specific treatment needs and rights
- b. Formulating unified criteria for inpatient hospitalization across levels of care and the life span of an individual, irrespective of an individual's point of entry into the mental health system, and in consideration of various funding sources
- c. Prioritizing individual, family, and public rights as they relate to inpatient hospitalization
- d. Identifying additional opportunities for inpatient hospitalization process efficiency

Output

At the conclusion of the project, the vendor's analysis will yield the following:

- (1) a written report of findings to include an executive summary, subgroup summary findings, expert legal review of applicable policies and procedures, professional literature and other citations, and overall recommendations (i.e. examples of model programs, quality improvement system design, etc.)
- (2) A public presentation, one each for Franklin and Fulton County, detailing project findings and recommendations and,
- (3) Action plan development, with County partners, in order to facilitate and implement system changes based on vendor recommendations

Vendor Qualifications

Franklin and Fulton Counties would like to ensure that all vendors responding to this Request for Proposal have the ability to perform satisfactorily. As such, well qualified vendors will have:

1. Specific experience in Pennsylvania related to PA Code with preference given to experience regarding the Pennsylvania Mental Health Procedures Act and related case law
2. Demonstrated experience with public policy design
3. Demonstrated project management experience and proficiency in multi-system analysis
4. Good standing with all applicable Pennsylvania and federal laws
5. Principal staff with, at minimum, a Master's Degree and access to Juris Doctor (J.D.) staff
6. Preferably, behavioral health system experience

In addition, it is requested the vendor submit the following along with their Request for Proposal response:

1. A sample of their most recent project
2. Three (3) client references, including contact information
3. A list of probable project staff including their credentials, resumes, and brief biographies
4. If the vendor is an LLC, a business biography and history

Proposal Format

Interested vendors are required to submit two (2) electronic copies of their RFP response in Microsoft Word or .PDF format on a CD or USB flash drive. Responses may be delivered by hand, mail, or courier. Acceptable proposals must include the following elements:

1. Cover letter
2. Proposal narrative addressing all elements of the RFP
3. Project completion timeline
4. Budget proposal

Proposal Submission Information

Questions pertaining to the RFP must be submitted by Friday, August 15, 2014 via the Google form on the Franklin County website: <http://www.franklincountypa.gov/Pages/Mentalhealth.aspx>

Responses will (also) be posted on the Franklin County website:

<http://www.franklincountypa.gov/Pages/Mentalhealth.aspx> on Friday, August 22, 2014

RFP submission deadline is 4:30 p.m. on Monday, September 15, 2014

Please submit electronic copies in PDF to-- Erin Nye, Administrative Assistant II, at: ednye@franklincountypa.gov