

November 8, 2021

To: Eastern Iowa Provider Organizations

From: Robert Young Center for Community Mental Health

**Re: EIR – Early Childhood Care Coordinator Liaison (EIR EC-CC)**



### **Who?**

The Eastern Iowa MH/DS Region (EI-Region) includes the counties of Cedar, Clinton, Jackson, Muscatine, and Scott. The Eastern Iowa Region is seeking committed community providers to deliver care coordination services to Eastern Iowa young children (0-5) and their families who are experiencing mental and behavioral health crisis.

### **What?**

The purpose of the EIR EC – CC is to provide a coordinated response to young children and their families experiencing a mental health crisis and the EI Region. The EIR EC - CC Care will work closely with families, and early childhood providers (day care, pre-schools, AEA, etc.) as indicated, to support the child and their family to de-escalate the crisis and link the family to appropriate services in the community. The EIR EC - CC will also assist the family with referrals to more supportive and intensive services as needed.

EIR EC - CC must provide the following services:

- Implement the principles of Trauma Informed Care (TIC)
- Act as point of coordination between the EI Region and early childhood service providers.
- Refer for a crisis assessment for each child in crisis (or assure one has been completed in the prior 30 days)
- Safety Plan with family as needed
- Provide referrals to appropriate care (Community Based Crisis Stabilization, Children’s MH Waiver, Therapy, BHIS, AEA services, Hospital, etc.)
- Provide care coordination follow up support or, refer family to existing IHH agency, or, refer family for IHH enrollment.
- Build relationships with early childhood providers.

### **SCOPE OF WORK**

- EIR EC - CC will receive referrals from early childhood providers, families, EIR CC Care Coordinators, schools, hospitals, etc.
- EIR EC - CC will show ability to meet or exceed all performance benchmarks and service requirements.

### **ORGANIZATIONAL CERTIFICATION**

Agency must certify or accredit under appropriate standard per their accreditation program (Chapter 24, CARF, COA, Joint Commission). Agency must show evidence of appropriate accreditation. Agencies who propose or utilize a Best Practice that requires approval or certification must provide documentation of authorization to provide service.

#### STATEMENT OF QUALIFICATIONS:

Proposals to the EI Region should include the minimum information:

#### STAFFING REQUIREMENTS

EIR EC - CC:

- Minimum of Bachelor's degree in human services or related field, Master's Degree preferred
- Minimum of 2 years of experience in early childhood services as well as minimum of 2 years' experience in the field of mental health; or any equivalent combination of training and experience.
- Valid Driver's License required.

#### ADDITIONAL INFORMATION

- Proposed organizational supervision of position
- Names and professional experience of key personnel who will be assigned to this project
- Procedure for managing young children in emotional and behavioral crisis
- Proposed timeline for opening date of service
- Ability to serve all five EI counties
- Any evidence-based practices utilized or proposed to be utilized when delivering service
- Proposed "value added" services the organization can provide to population
- Proposed ability to develop staffing and financial efficiencies by also providing additional services by the agency (i.e., Community Based Crisis Stabilization Services, IHH, etc.)

#### PROPOSED COST OF SERVICES

Proposals to EI REGION should include:

- Proposed cost to accomplish all scope of work for activities outlined (annual program budget)
- Budget should also include any components of the service that are billable to Medicaid or other funding stream (current or in the near future)

## PROPOSAL EVALUATION

The EI REGION will evaluate proposals based on the criteria below:

Experience/expertise in serving target population	50 Points
Organizational use of Evidence Based or Best Practices	25 Points
Proposed Cost (including needed start-up funding)	25 Points
Total:	100 Points

Deadline for Submission – Proposals must be submitted by 12:00 (noon) on Tuesday, November 30, 2021. Proposals should be submitted to Robert Young Center, Attn: Christine Gradert, Jen Craft, 4600 3rd Street, Moline, Illinois, 61265.

Questions regarding this request for proposals should be emailed to Christine Gradert and Jen Craft at, [Christine.gradert@unitypoint.org](mailto:Christine.gradert@unitypoint.org); [Jennifer.craft@unitypoint.org](mailto:Jennifer.craft@unitypoint.org)