

**Kansas Department for Children and Families (DCF)**

**Prevention and Protection Services (PPS)**

**Juvenile Crisis Intervention Center**

**Request for Information
(RFI)**

Version: 1.0
Date: 06/14/2018

RFI number:

Table of Contents

[Executive Summary 3](#_Toc465781929)

[Crisis Intervention Center Background *4*](#_Toc465781930)

[Statement of Need 5](#_Toc465781932)

[Request for Information (RFI) Overview 6](#_Toc465781933)

[Introduction 6](#_Toc465781934)

[RFI Process 6](#_Toc465781935)

[RFI Coordinator 7](#_Toc465781936)

[RFI Schedule 7](#_Toc465781937)

[Liabilities of Agency 7](#_Toc465781938)

[RFI Ownership & Confidentiality 7](#_Toc465781939)

[Qualifications 8](#_Toc465781940)

[Appendixes 9](#_Toc465781941)

[Appendix A – House Substitute, Senate Bill 179 9](#_Toc465781942)

[Appendix B – K.S.A. 65-535 Staff Secure Facility Requirements 9](#_Toc465781942)

[Appendix C – Glossary 9](#_Toc465781942)

# **Executive Summary**

The Kansas Department for Children and Families (DCF) was established in 1937 as the State Welfare Office to participate in programs offered by the Federal Social Security Act and to establish programs for the care of the needy.

In 1968, the State Legislature provided for the transfer of the Division of Vocational Rehabilitation Education Department to the State Welfare Office.

In 1973, the State Legislature, pursuant to the Governor’s Reorganization order, created the Department of Social and Rehabilitation Services (SRS).

In 2012, pursuant to the Governor’s Reorganization order, healthcare services and associated administrative duties were removed from SRS and the agency was renamed the Department for Children and Families (DCF). Today, DCF serves more than 500,000 Kansans. For more information, visit [***www.dcf.ks.gov***](https://dcfauth.dcf.ks.gov/)***.***

DCF serves children and families by providing services in offices and at access points located throughout the state. DCF is comprised of Economic and Employment Services (EES), Prevention and Protection Services (PPS), Rehabilitation Services (RS), Child Support Services (CSS) and Faith-based and Community Initiatives (FBCI). Services are provided directly by the agency or through contracted providers and/or community partnerships. Work encompasses services to children, to families with children and to vulnerable adults or adults who have special needs. The overarching emphasis is to secure a safe, permanent and self-reliant environment for the individuals and families who are the agency’s clients.

DCF’s PPS division is responsible for administering the following programs for the State of Kansas:

* Child protection services (CPS) programs review child abuse and/or neglect investigations, assessments of non-abuse/neglect situations and make recommendations for family services.
* Child and family preservation services, family services, reintegration services, foster care services and adoption services are provided through state contractors.
* Independent Living (IL) programs are Kansas Chafee Foster Care Independence Program (CFCIP) purpose is to assist youth who have experienced out-of-home (OOH) placement in foster care, the transition to adulthood often occurs without the support of family or identified resources in transitioning adulthood.
* Adult protective services (APS) program help adults who are in need of assistance in dealing with abusive, neglectful or exploitive situations, whom reside; in the community or in facilities licensed or certified by the DCF.

## Juvenile Crisis Intervention Center Background

House Substitute for Senate Bill 179 created and amended law to establish juvenile crisis intervention centers (intervention centers) and procedures for admission of juveniles to such centers. The bill also made additional amendments to the Revised Kansas Code for Care of Children (CINC Code) and the Newborn Infant Protection Act within the CINC Code.

As it applies to this Request For Information (RFI), the bill also provided for the establishment of Juvenile Crisis Intervention Centers. The bill created law describing an intervention center as a facility that provides short-term observation, assessment, treatment, case planning and referral for any juvenile who is experiencing a mental health crisis and is likely to cause harm to themself or others. The bill described required parameters for intervention centers in several areas, including access to various services, construction and environmental features and policies and procedures for operation and staff monitoring for intervention center entrances and exits.

The bill requires intervention centers to provide treatment to juveniles admitted to the centers, as appropriate, while admitted.

An intervention center may be on the same premises as another licensed facility, but the living unit of the intervention center must be maintained in a separate, self-contained unit. **An intervention center may not be located in a city or county jail or a juvenile detention facility**.

A juvenile may be admitted to an intervention center when:

* The head of the center determines the juvenile is in need of treatment and is likely to cause harm to self or others;
* A qualified professional from a community mental health center (CMHC) has given written authorization for the juvenile to be admitted to an intervention center; and
* No other more-appropriate treatment or services are available and accessible to the juvenile at the time of admission.

A juvenile may be admitted to an intervention center for not more than 30 days, and a parent with legal custody or a legal guardian of the juvenile can remove the juvenile from the center at any time. If the removal could cause the juvenile to become a child in need of care pursuant to the CINC Code, the head of the intervention center may report such concerns to DCF, or may request the county or district attorney to initiate proceedings under the CINC Code. If the head of the intervention center determines such a request to the county or district attorney is the most appropriate action, the head of the intervention center shall make the request and keep the juvenile in the intervention center for an additional 24-hour period to initiate the appropriate proceedings.

Terminology pertaining to this RFI is defined in the [Appendix C - Glossary](#_Appendix_C_-).

## Statement of Need

***The DCF Prevention & Protection Services division*** is seeking to develop sufficient capacity to provide crisis intervention services to juveniles throughout Kansas who are deemed in need of such services as identified by the Kansas Legislature. DCF PPS is issuing this RFI to investigate viable facilities that are either currently able to comply with the statutory requirements, or can soon be in a position to provide such services. The start date for the provision of the specified services will be January 1, 2019. All juvenile crisis intervention centers shall:

(1) Address or ensure access to the broad range of services to meet the needs of a juvenile admitted to the center, including, but not limited to, medical, psychiatric, psychological, social and educational services;

(2) Not include construction features designed to physically restrict the movements and activities of juveniles, but shall have a design, structure, interior and exterior environment, and furnishings to promote a safe, comfortable and therapeutic environment for juveniles admitted to the center;

(3) Implement written policies and procedures that include the use of a combination of supervision, inspection and accountability to promote safe and orderly operations;

(4) Implement written policies and procedures for staff monitoring of all center entrances and exits:

(5) A juvenile crisis intervention center shall provide treatment to juveniles admitted to such center, as appropriate while admitted;

(6) A juvenile crisis intervention center may be on the same premises as that of another licensed facility;

(7) If the juvenile crisis intervention center is on the same premises as that of another licensed facility, the living unit of the juvenile crisis intervention center shall be maintained in a separate, self-contained unit;

(8) No juvenile crisis intervention center shall be in a city or county jail or a juvenile detention facility.

Additional requirements are outlined in Appendix A and Appendix B.

# Request for Information (RFI) Overview

## Introduction

The State of Kansas DCF PPS is requesting information from interested and qualified vendors to establish access to a system of juvenile crisis intervention services as provided by the 2018 Kansas Legislature with the passage of House Substitute for Senate Bill 179.

PPS requests a non-binding; rough order of magnitude estimate for the length and cost of the proposed services and of any licensing fees associated with the services proposed. DCF staff, within various divisions, intend to use the information from this RFI to educate themselves on the viable vendors and options available in order to fulfill the requirements of the above referenced legislation.

## RFI Process

Refer to the following guidelines when responding to this RFI.

### RFI Response Guidelines

1. Company name

Company address

Contact person responsible for answering this RFI, telephone number and email address

1. All articles requested to support the statement of need:
	1. An outline of estimated implementation time and costs. Please include in the estimated costs the initial start-up costs, on-going estimated costs of operations and the estimated Medicaid population for each facility’s service area.
		1. Staffing
			1. Levels required to provide 24/7 services
			2. Availability of qualified staff
				1. List of current staff
				2. Staff qualifications for services provided
				3. Recruitment strategy for additional staffing required
			3. Estimated payroll costs
		2. Facilities
			1. Current facilities
				1. Required modifications necessary to comply with licensing requirements
				2. Capacity
				3. On-going estimated operations and maintenance costs, including, but not limited to utilities, repairs, capital improvements, and capital equipment replacement.
			2. New facilities proposed
				1. Construction/Aquisition Costs
				2. Capacity
		3. Development and implementation of required programs
	2. Geographical service area to be covered,
		1. Cities and Counties to be served.
		2. Estimated Medicaid population to be served.
		3. Identify available community partnerships/resources that can be leveraged in the provision of required services.
2. Attach any supporting documentation.
3. Is there any additional information you want to share?

Send the response and any supporting documentation to the RFI Coordinator.

Staff from DCF PPS will evaluate RFI responses.

## RFI Coordinator

Linda Cambron, Child Welfare Program Manager

555 S Kansas Ave, 5th Floor

Topeka, KS 66603

Email: linda.cambron@ks.gov

## RFI Schedule

The timeline for this RFI is as follows:

|  |  |
| --- | --- |
| RFI release date | 06/14/2018 |
| Final date to submit questions via email | 06/25/2018 |
| Final date to submit RFI response via email | 07/09/2018 |

## Liabilities of Agency

This RFI is only a request for information about potential products / services and no contractual obligation on behalf of the Kansas Department for Children and Families whatsoever shall arise from the RFI process.

This RFI does not commit the Kansas Department for Children and Families to pay any cost incurred in the preparation or submission of any response to the RFI.

## RFI Ownership & Confidentiality

**RFI Ownership:** All responses to the RFI will become the property of the Kansas Department for Children and Families and will not be returned.

**Open Records Act**: Under the Kansas Open Records Act (reference K.S.A. 45-215) all materials received or created by DCF are considered ***public records***. These records include but are not limited to bid or proposal submittals, agreement documents, contract work product, or other information submitted by a vendor to DCF.

The State of Kansas Open Records Act requires that public records must be promptly disclosed by DCF upon request unless those records are excluded in accordance with K.S.A. 45-221 (27) (Specifications for competitive bidding, until the specifications are officially approved by the agency).

### Exempt from Disclosure (Protected, Confidential, or Proprietary)

All information included in this RFI, as well as all responses and documentation received from respondents, are confidential and only for the recipient knowledge. No information included in this document or in discussions connected to it may be disclosed to any other party. If you believe any of the documents you are submitting to DCF as part of your informational material are exempt from disclosure due to patent or proprietary issues, you can request that they not be released. To do so, identify which areas are confidential and the reason why.

Only the specific records or portions of records properly identified will be protected and withheld for notice. All other records will be considered fully disclosable upon request.

By submitting a response to this Request for Information, Respondent acknowledges this obligation; and also acknowledges that the State will have no obligation or liability to the proposer if the records are disclosed.

***If you have any questions about disclosure of the records you submit with your informational material, please contact the RFI Coordinator.***

# Appendixes

## Appendix A - House Substitute, Senate Bill 179



***Appendix B – K.S.A. 65-535 Facility Requirements***

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## Appendix C - Glossary

