

## Request for Proposal

### Palomar Health's Forensic Health Services (FHS) Program

This proposal is seeking a subcontractor to provide comprehensive psychotherapy services to children victimized by abuse and/or neglect services for FHS' Child Abuse Treatment (AT) Program and Child Advocacy Center (KC) Program.

Palomar Health Foundation, a 501(c)(3) organization, is committed to seeking philanthropic support for hospital technology and equipment, programs, services, community initiatives, health education and other needs identified by Palomar Health. With rising medical care costs and continued decreases in Medicare reimbursements, philanthropic gifts are vital in keeping Palomar Health at the forefront of medical healthcare delivery.

FHS, is a program under the umbrella of Palomar Health, a California Health care district. FHS is based on a foundation of healing; providing a professional, compassionate, and coordinated approach to the evaluation of physically and/or sexually abused children and adults. The center is nationally accredited as a Child Advocacy Center (CAC) and works closely with local investigative and prosecutorial agencies to provide crucial forensic services to victims of physical and sexual abuse. Our patients will never receive a bill for our services. Forensic Health Services Department which has a history of providing services to victims of sexual assault, domestic violence, battery, and human trafficking.

#### 1. Program Description

- a. Funded by The California Governor's Office of Emergency Services (Cal OES), Victim Services (VS) Branch, the purpose of the AT Program is to provide comprehensive psychotherapy services to children victimized by abuse and/or neglect. Psychotherapy services for family members and/or caregivers of child victims will also available to help with the treatment of the child. The purpose of the KC Program to fund affiliate, developing, and accredited Child Advocacy Centers (CACs) in California that provide services to child abuse victims to reduce trauma to children and their families by using a multidisciplinary team approach.

#### 2. Eligibility:

- a. Psychotherapy services should be provided by the most qualified clinicians who have applicable education and experience working with this population. Family therapy will also available for family members of abused/neglected children as part of the child's treatment.
- b. Staff and Volunteer Background Checks
  - i. AT Program staff and volunteers cannot have contact with children until a background check has been completed and the individual designated by the agency has reviewed the results. The following must be completed.
  - ii. A formal application, including three references, checked by the Subrecipient's program Administrators and/or designated staff.
  - iii. A criminal background check that includes fingerprinting and processing through the Department of Justice. If AT/KC Program staff and volunteers have resided in California less than three years, an out-of-state criminal history check (FBI check) is also required.
  - iv. Driving records must be checked through the Department of Motor Vehicles for staff and volunteers who transport child victims and their family members/caregivers.

- i. If there is any finding in a background check, the individual cannot provide services through the AT/KC Program unless the Subrecipient requests a waiver and receives written approval from Cal OES. The waiver must be on letterhead and include the following: the name of the individual, a description of how this position interacts with clients, the conviction and penal code, and how this person's conviction will not interfere with the safety of clients who come in contact with this person.
    - c. Mandatory Training of Staff
      - i. Subrecipients must ensure staff and volunteers working with child victims are appropriately trained prior to providing services.
      - ii. Trainings must include, but not be limited to, the following training topics:
        - Crisis Intervention;
        - Behavioral issues of children exposed to violence and those who have experienced abuse and/or neglect;
        - Domestic violence and its effect on children;
        - Identifying and reporting child abuse and neglect; and
        - Issues related to abused children with disabilities.
- 3. Contract Performance Period:**
  - a. AT Program: 1/1/2022 – 12/31/2022, contract may be extended
  - b. KC Program: 4/1/2022 – 3/31/2023, contract may be extended
- 4. Available Funding:**
  - a. Applicants may request up to \$150,000 (based on availability of fluctuating VOCA funding). Funding priority will go to applicants that maximize direct services and capacity for clients and culturally diverse clinicians
- 5. Scope of Work**
  - a. Services will work at designated site at the Child Advocacy Center in San Diego County's North County Region live or via telehealth
  - b. Clients will be accepted from any location throughout San Diego County
  - c. Work with Case Coordinator for client referrals
  - d. Service clients with Palomar Health Forensic Health Services Program
  - e. Work with the director of Forensic Health Services and Child Abuse Supervisor to collaborate with the multidisciplinary team
  - f. Attend Case Review monthly and integrate with the Child Advocacy Center Team and all relevant community partners
  - g. Have capacity for rapid referrals and comprehensive treatment modalities
  - h. Capacity for bilingual services
  - i. Thorough documentation and internal documentation policies
  - j. Services will not be charged to client population and will be free comprehensive treatment services to child victims and secondary victims, such as minor siblings:
    - Psychotherapy and/or culturally-centered therapy
    - Crisis Intervention
    - Group Counseling
    - Case management

- Treatment plan meetings with parents/caregivers
- k. Services should be provided to children who do not have access to services due to lack of available resources, lack of mental health insurance, and/or non-eligibility for other programs or services. Priority should be given to child victims who are underserved or are dependents of the court and involved in the child welfare system.

### **Proposal Components**

1. Coversheet
2. Narrative (four pages max, single-spaced):
  - a. Brief Description of your company and capacity to meet all of the eligibility requirements
  - b. Describe how comprehensive treatment will be delivered to child victims.
  - c. Describe how your agency will ensure that only the most qualified clinicians are providing comprehensive treatment to child victims through the AT Program.
  - d. Describe your agency's experience with providing comprehensive treatments services to child victims.
  - e. Describe the qualifications of staff that will be involved in the implementation of the programmatic goals.
  - f. Describe the process used for consultative and clinical supervision.
3. Project Budget

### **Proposal Deadline:**

**June 17, 2021 4:00 pm by e-mail to [Jaqueline.Aranda@palomarhealth.org](mailto:Jaqueline.Aranda@palomarhealth.org)  
Questions? Please contact: [Jaqueline.Aranda@palomarhealth.org](mailto:Jaqueline.Aranda@palomarhealth.org)**

Each proposal/bid will be evaluated to determine the proposal that will best meet the project's needs. The following are some criteria that should be included in the evaluation:

1. Does the bidder understand the project's stated problems or needs?
2. Is the approach to the problem or need reasonable and feasible?
3. Does the bidder have the organizational, financial solvency, resources, and experience to perform the assignment? Has the bidder had experience in similar areas?
4. What are the professional qualifications of the personnel committed to the contract?
5. Is the bidder on the federal suspension and debarment list?
6. What is the total cost? Example, (per session or full time FTE-Goal to serve maximum number of clients-children and family members for the grant cycle) How well are funds allocated to minimize administrative costs and support maximum capacity for direct services?