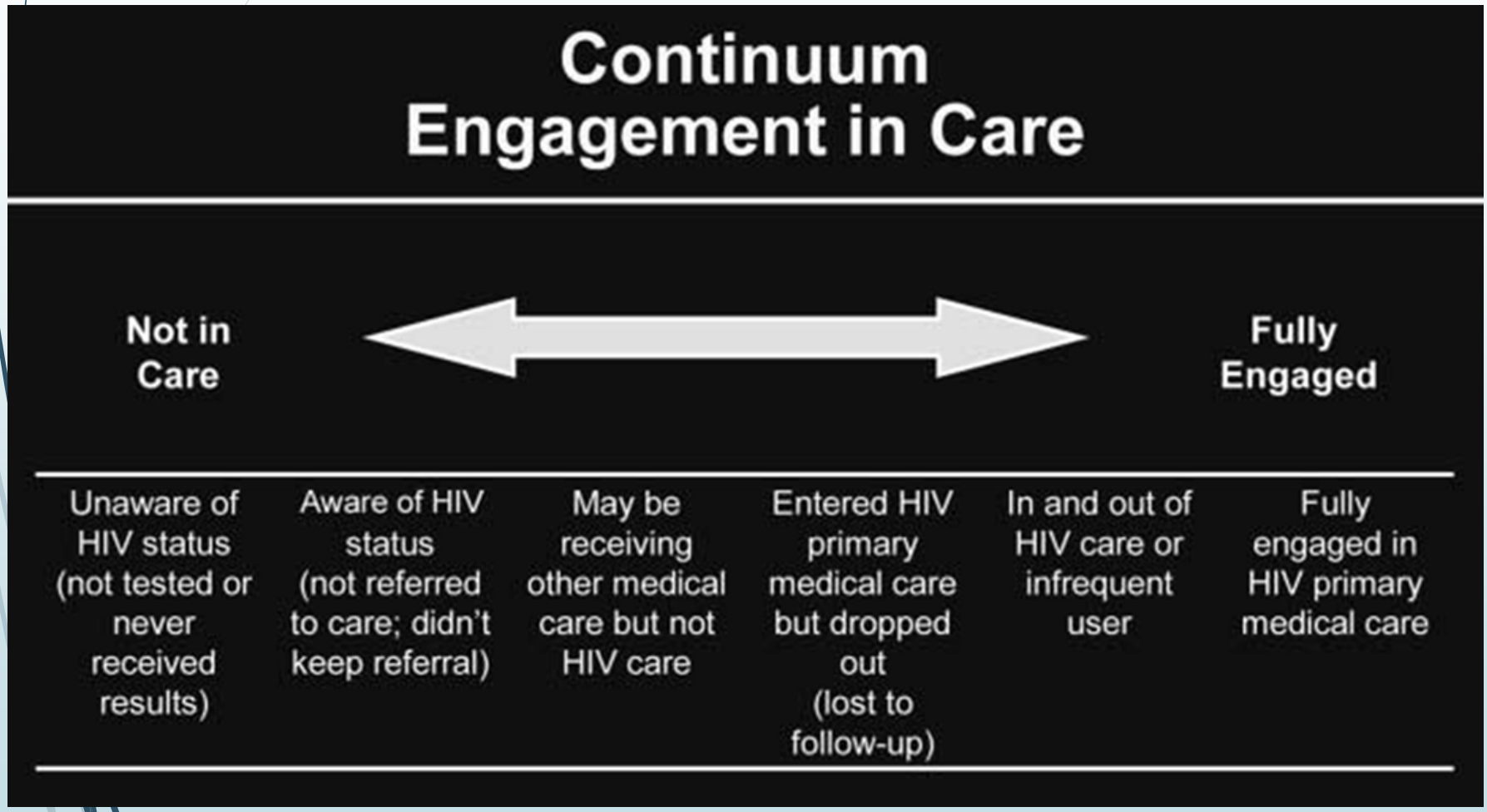
Executive Office of Health and Human Services

Technical Assistance Session
Ryan White Part B RFP 2017

28 October 2016

Outcome/Deliverables Focus:



Overarching Goals of RFP

- **Enhance access and availability of care**
- **Access needs and gaps in the system of Rhode Island HIV care**
- **Follow the HIV Continuum of Care/Treatment Cascade**
- **Follow the National HIV/AIDS Strategy (updated to 2020)**

HIV Testing, Referral/Linkage of PLWHAs to Care, Retention in Care (ARVs, Viral Suppression), Re-Engagement, **Assure the highest standards of quality of care** via performance measures of all Ryan White funded agencies

Ryan White
HIV Provision of Care
Part B
RFP Technical Assistance Session
Protocols:

1. We can only answer questions associated with the RFP document.
2. *Strategies, programmatic ideas, partnerships, etc. are for you to decide.*
3. Watch the web site: We will record all questions, answers and post them

Overview of the RFP

1. The objective of this Request for Proposals (RFP) is to procure the services of qualified non-profit health care and/or other non-profit community-based organizations that have the expertise to provide core medical and/or support services to PLWHA living in the MSA with a focus upon those within state of Rhode Island, in accordance with federal and state Ryan White Part B requirements. Awards can also be made to "for-profit" entities if such entities are the only available providers of quality care in the area. If the applicant is a "for-profit" organization, the applicant must demonstrate that no profit is made from these funds, in accordance with, "Grants to For-Profit Organizations," of the Public Service Grants Policy Statement.

2. It is anticipated that the first year project period will begin 1 July 2017 and end on 30 June 2018, with the option to renew for two (2) additional years. This amount may be increased, decreased, or withdrawn entirely based on actual awards received by EOHHS support, Ryan White Part B services, and other considerations.

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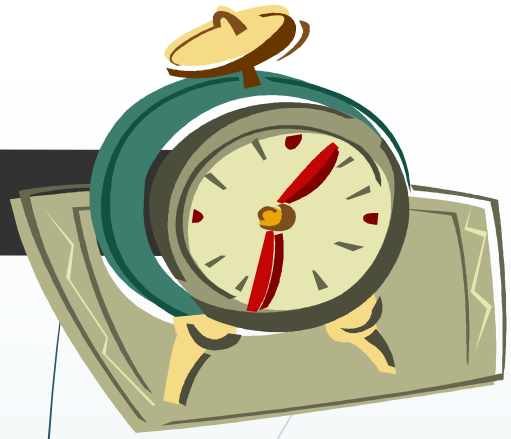

Project Timeframe

- **EOHHS will renew the project on an annual basis for up to two (2) additional one-year terms,** subject to federal requirements, contractor performance, compliance with the terms and conditions of the contract, and availability of funds.
- **EOHHS reserves the right,** at any time during the term of the resultant award pursuant to this solicitation, to expand and/or reduce the base engagement.
- **Contractors must adhere to the federal Ryan White legislative intent and HRSA Ryan White Part B policy** regarding allowable services, cost effectiveness, coordination of care, and payer of last resort requirements.

Payer of Last Resort/Cost Effectiveness

- **The federal Ryan White HIV/AIDS Treatment Modernization Act requires that services be provided in a manner that is coordinated, cost effective, and that Ryan White Part B funds are vigorously pursued as the *"payer of last resort"*.**

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Cost Effectiveness

- **Cost effectiveness** includes two interrelated dimensions: **outcomes and costs**. Ryan White Part B programs are required to accomplish positive results (be effective) and to do so at reasonable cost (be cost effective). Cost effectiveness can be described in several ways:

1. ***A service or program is considered cost effective when the unit cost is reasonable and acceptable relative to the benefits and outcomes received.***
2. ***A service may be considered cost effective if it can be provided less expensively than other similar services, but provides an equal or better outcome.***

Cost Effectiveness, Continued

3. ***A service is cost effective if it provides an additional benefit worth the additional cost.***

4. Ryan White stipulates that funds cannot be used to make payments for any item or service to the extent that payment can reasonably be expected to be made by sources other than Ryan White funds.

5. Ryan White services are the "payer-of-last resort", meaning that they fill in gaps not covered by other resources. At the individual client level, this means that contractors must make efforts to secure non-Ryan White Part B funds whenever possible for services to individual clients.

6. In support of this intent, all services funded under this RFP must include a central function ensuring that eligibility for other funding sources is aggressively and consistently pursued.

Allowable Use of Funds

Allowable Costs

Store gift cards or vouchers

Where direct provision of the service is not possible or effective, store gift cards, vouchers, coupons, or tickets that can be exchanged for a specific service or commodity (e.g., food or transportation)

Incentives for eligible program participants: store gift cards that can be redeemed at one merchant or an affiliated group of merchants for specific goods or services are allowable

Voucher and store gift card programs administered in a manner which assures that vouchers and store gift cards cannot be exchanged for cash or used for anything other than the allowable goods or services

Allowable Costs

- Services outlined in the PCN 16-02: core medical and support services
- RWHAP recipient, along with respective planning bodies, decide the specific services to be funded under grant or cooperative agreement
- Apply to the entire Ryan White HIV/AIDS Program (RWHAP)
- Reasonable and allocable to RWHAP
- No expectation that a RWHAP Part would cover all services – program income must also be used for otherwise allowable costs
- Coordinate service delivery across Parts to ensure that the entire jurisdiction/service area has access to services based on needs assessment

- Assist in the diagnosis of HIV infection, linkage to care for seropositive individuals, retention in care, and the provision of HIV treatment
- All services must relate to HIV diagnosis, care and support and must adhere to established HIV clinical practice standards consistent with the Department of Health and Human Services (HHS) treatment guidelines

Allowable Costs cont.

All providers must be appropriately licensed and in compliance with state and local regulations
Development and adoption of service standards for all RWHAP- funded services

RWHAP clients must meet income and other eligibility criteria as established by RWHAP Part A, B, C, or D recipients

For more information regarding Service Category definitions please visit:

http://hab.hrsa.gov/sites/default/files/hab/Global/service_category_pcn_16-02_final.pdf

Unallowable Costs

- Cash payments to intended clients of RWHAP-funded services

  General-use prepaid cards (bear the logo of a payment network, such as Visa, MasterCard, or American Express)
- Gift cards that are cobranded with the logo of a payment network and the logo of a merchant or affiliated group of merchants are general-use prepaid cards, not store gift cards
- Other unallowable costs include:

  Clothing

  Employment and Employment-Readiness Services

  Funeral and Burial Expenses

  Property Taxes

**Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds (Policy Clarification Notice #16-02

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Budgets

> Each applicant is required to have an accounting system in place that adequately tracks Part B clients/patients in real time throughout the grant year.

> The budget justification must specifically describe how each item will support the achievement of proposed objectives. Applicants must estimate the number of clients to be served and the total estimated costs for each service category for which funds are requested. Line item information must be provided to explain the costs.

> Include the following in the budget justification narrative on the budget form provided (or equivalent form):

> Personnel Costs: Personnel costs should be explained by listing each staff member who will be supported from funds, name (if possible), position title, percent full time equivalency, hourly wages, and annual salary.

> Fringe: List the components that comprise the fringe benefit rate, for example EOHHS insurance, taxes, unemployment insurance, life insurance, retirement plan, tuition reimbursement. The fringe benefits should be directly proportional to that portion of personnel costs that are allocated to the project.

Budgets Cont.

- Travel: List travel costs according to local travel. For local travel, the mileage rate, number of miles, reason for travel, and staff member completing the travel should be outlined. The budget should also reflect the travel expenses associated with participating in meetings and other proposed trainings or workshops relevant to the project. The mileage rate requested for in-state travel cannot exceed the state mileage rate for in-state travel (currently, $0.54 per mile).

  - Equipment: List equipment costs and provide justification for the need of the equipment to carry out the project's goals. Extensive justification and a detailed status of current equipment must be provided when requesting funds for the purchase of computers and furniture items that meet the definition of equipment (a unit cost of $5,000 and a useful life of one or more years).

  - Program Supplies: List the items that the project will use. In this category, separate office supplies from medical and educational purchases

  - Office Supplies: Office supplies could include paper, pencils, and the like; medical supplies are blood tubes, plastic gloves, etc. and educational supplies may be pamphlets and educational videotapes.

  - Sub-Contracts: Only agencies the RWHAP Part B grantee directly contracts with (or whom lead agencies or consortia contract with on their behalf) are considered "first-tier entities" (formerly called 'first-line entities). Entities providing services under subcontracts are second-tier entities. Both first and second-tier entities are also referred to as "sub -recipients. Similarly, grantees are required to submit information about subcontracts. Examples of this type of report include the RWHAP Part B Program Consolidated List of Contractors report and the Contract Review Certification.

Intent and Expectations

- The principle intent of the Ryan White HIV/AIDS Treatment Extension Act of 2009 is to provide services to persons infected with HIV, including those whose illness has progressed to the point of clinically defined AIDS.

- ACA has allowed for many more PLWH/As to now be covered by health insurance. As a result Ryan White has become the true safety net for those who still cannot afford health insurance and/or for those not eligible for health insurance.

- Contractors are expected to establish and monitor written procedures to ensure that client eligibility for Part B services are verified and documented.

- To be eligible for funded Ryan White Part B services in Rhode Island, an individual must be a verified resident of Rhode Island, have a verified and documented HIV diagnosis, and a verified gross family income between 139 % and 500% of the most current federal poverty level (FPL).

- It is not necessary to be a citizen of the United States to receive services. If an applicant proposes additional eligibility requirements for their clients, those requirements must be described in their proposals.

Eligible Applicants and Service Delivery Area

- Non-profit organizations are eligible to submit proposals in accordance with this RFP. The service delivery area is the entire state of Rhode Island, New Bedford and Fall River (MSA).
- Awards can also be made to "for-profit" entities if such entities are the only available providers of quality care in the area. If the applicant is a "for-profit" organization, the applicant must demonstrate that no profit is made from these funds, in accordance with, "Grants to For-Profit Organizations," of the Public Service Grants Policy Statement.
- The applicant must demonstrate that the use of Ryan White funds must serve clients who are eligible for Ryan White Part B-funded services.
- A single organization must be the lead applicant. However, EOHHS welcomes collaboration and cooperation among organizations proposing to provide services.
- The lead applicant's proposal must document and describe collaborative efforts through the inclusion of formal written agreements with collaborative organizations with the application.
- Non-profit organizations are prohibited from serving as conduits that pass on their awards to for-profit corporations.
- Federal grants management policy is clear that the eligibility requirements that apply to first-level entities can not be evaded by passing awards through second or sub-level entities that could not have received the award in the original competition.

Women, Infants, Children, Youth: (WICY)

Selected Agencies Must Follow the HRSA Requirements When Reporting

WICY

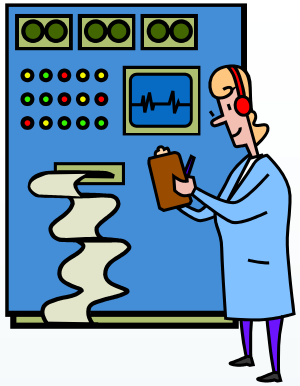
Woman = 25+ years old

Infant =Birth-2 years old

Children= 2-12 years old

Youth=13-24 years of age

Quality Management



QM is…

- ***Quality management services*** are a systematic process with identified leadership, accountability, and dedicated resources that uses data and measurable outcomes to determine progress toward relevant, evidence-based benchmarks.

- **Quality management programs should focus on linkages, efficiencies, and provider and client expectations in addressing outcome improvement, and need to be adaptive to change.**

Continuous

- **The process is continuous and should fit within the framework of other program quality assurance and quality improvement activities, such as the Joint Commission on the Accreditation of Healthcare Organizations and Medicaid.**

- **Data collected as part of this process should be fed back into the quality management process to assure that goals are accomplished and outcomes are improved.**

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QM Requirements

SOC & PMs

- **Contractors will be required to adhere to EOHHS's Quality Management Program, which includes, but is not limited to; an agency QM Plan, participate in the statewide QM Planning process, report Performance Measures and provide data on each service category funded through this RFP.**
- **Focus on each allowable service category not program associative QM measures**
- **The Performance Measures will be based on the most current federal HIV Performance Measures**

- *Go to http://hab.hrsa.gov/deliverhivaidscare/habperformmeasures.htm*

or

- *https://careacttarget.org*

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Definitions for Eligible Services Under Rhode Island's Ryan White HIV Care Part B Program

- ***Core Medical Services*** *are a set of essential, direct health care services provided to PLWHA and specified in the Ryan White HIV/AIDS Treatment Modernization Act.*

- ***Outpatient/ambulatory medical care*** *includes the provision of professional diagnostic and therapeutic services rendered by a physician, physician's assistant, clinical nurse specialist, nurse practitioner or other health care professional who is certified in their jurisdiction to prescribe antiretroviral (ARV) therapy in an outpatient setting.*

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Oral Health

- **Oral Health Care**

>This RFP will consider *only one* applicant for this category.
>Non-Profit agencies that propose to provide reimbursement to licensed dentists who provide oral health care services directly to eligible PLWH/A are eligible to apply for these funds.
>EOHHS will strongly consider agencies that have solicited oral health insurance bids from reputable agents as part of this proposal.

The RI Executive Office of Health & Human Services offers two programs to provide access to health care (ADAP, and RI-FAB) for Rhode Island residents with HIV infections who are uninsured or underinsured.

AIDS Drug Assistance Program (ADAP):

The Ryan White AIDS Drug Assistance Program (ADAP) is a federally funded program administered by the RI Executive Office of Health & Human Services (EOHHS). The program provides FDA-approved HIV drugs and related medications to low-income people who have limited or no coverage from private insurance, Medicaid, or Medicare.

- ADAP provides only HIV drugs that are listed on the ADAP formulary.
- Starting In November 2016, the Ryan White Program at EOHHS will expanded the medications available through ADAP to include co-morbidity medications such as hypertension, diabetes, alcohol and opioid dependence medications. The expanded formulary significantly increases access to medications available to low-income consumers through the ADAP program.

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Premium Health Insurance Assistance Program (RI-FAB):

RI-FAB is the newly established Ryan White insurance assistance program. Specifically this health insurance assistance program will be able to assist those individuals living with HIV/AIDS who previously qualified for the Rhode Island AIDS Drug Assistance Program (ADAP) and/or those without health insurance. RI-FAB provides premium assistance to people living with HIV/AIDS (PLWHA) to help them receive and/or maintain their health insurance.

- **Starting in October 2016, ADAP expanded the health insurance premium and cost sharing program** to include family and individual dental plans with the State Based Marketplace, HealthSource RI.
- Oral health insurance premium payment for eligible PLWH/As, between 139 %-500% and who are not eligible for any other oral health program.

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Part B Manual and Service Categories Links

http://hab.hrsa.gov/manageyourgrant/files/habpartbmanual2013.pdf

http://hab.hrsa.gov/manageyourgrant/files/habpartbmanual2013.pdf

http://hab.hrsa.gov/manageyourgrant/files/hivcarecontinuumcrosswalk.pdf

Home and Community Based Health Services

- **Defined**
- ***Home and community-based health services*** **includes skilled health services furnished to the individual in the individual's home, based on a written plan of care established by a case management team that includes appropriate health care professionals.**
- **Services include: treatment (including medication) adherence, durable medical equipment; home health aide services and personal care services in the home; day treatment or other partial hospitalization services; home intravenous and aerosolized drug therapy (including prescription drugs administered as part of such therapy); routine diagnostics testing administered in the home; and appropriate mental health, developmental, and rehabilitation services.**
- **Inpatient hospital services, nursing homes, and other long-term care facilities are not included as home and community-based health services.**
- **Assisted Living**
- **In order to qualify as a Ryan White home and community-based health care residential agency, an agency must provide comprehensive therapeutic nursing and supportive health services care to clients and have Rhode Island Assisted Living Care Facility licensure.**

Other Services, continued…

Mental health services are psychological and psychiatric treatment and counseling services for individuals with a diagnosed mental illness. These services are conducted in a group or individual setting, and provided by a mental health professional licensed or authorized within the State to render such services.

Medical nutrition therapy, including nutritional counseling and nutritional supplements, provided by a licensed registered dietitian outside of a primary care visit is an allowable core medical service under the Ryan White HIV/AIDS Program. Nutritional services not provided by a licensed, registered dietician is considered to be a support service under the Ryan White HIV/AIDS Program.

Medical Case Management and Transitional Medical Case Management Services ,including treatment adherence and referral for health care/supportive services and for incarcerated persons as they prepare to exit the correctional system as part of effective discharge planning or when they are in the correctional system for a brief period.

Purpose of Support Services…

- Support services are a set of services needed to achieve medical outcomes that affect the HIV-related clinical status of a person living with HIV/AIDS.

Support Services, Continued…

Non-medical case management services (including referral for health care/supportive services) include the provision of advice and assistance in obtaining medical, social, community, legal, financial, and other needed services. **Non-medical case management does not involve coordination and follow-up of medical treatments.**

Emergency financial assistance is the provision of short-term payments to agencies to assist with emergency expenses related to medical transportation, essential utilities, housing (specifically, rental payments), and prescription assistance when other resources are not available.

Food bank/home-delivered meals are the provision of actual food or meals. It does not include finances provided directly to the client to purchase food or meals, but may include vouchers to purchase food.

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Support Services Cont.

Medical transportation is an allowable support service under Ryan White. Funds may be used to provide transportation services for an eligible individual to access HIV-related health services, including services needed to maintain the client in HIV/AIDS medical care.

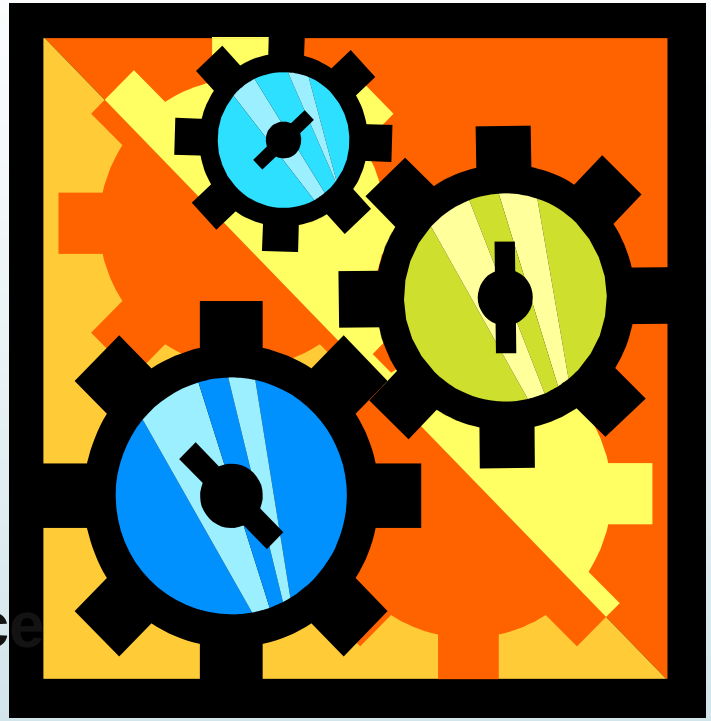
Psychosocial support services are the provision of support and counseling activities and HIV support groups. It also may include nutrition counseling provided by a non-licensed dietitian, but it excludes the provision of nutritional supplements.

Recent Allowable Programs Based Upon HRSA/HAB New Policies

12-01 The Use of Ryan White HIV/AIDS Program Funds for Outreach Services

11-04 Use of Ryan White HIV/AIDS Program Funding for Staff Training

The Essential Aspects of the RFP



- Minimum Vendor Requirements
- Contractor Responsibilities
- Proposal Submission & Content
- Cover Page & Table of Contents
- Project Narrative
- Needs Assessment
- Agency Qualifications & Experience
- Work Plan
- Staffing Plan
- Proposed Budget & Justification
- Review Process

MOST IMPORTANT FORMULA EVER!

Be on **TIME** Algorithm

Late = Non-Acceptance

No Exceptions X 100 = Attention Please

Budget Preps

- Be sure to estimate Medicaid expansion population as you calculate costs/denominator
- Be clear in your estimates as Ryan White funding will likely be less then previously awarded
- Exception is when need is clearly proven (assessment, gaps, etc.)

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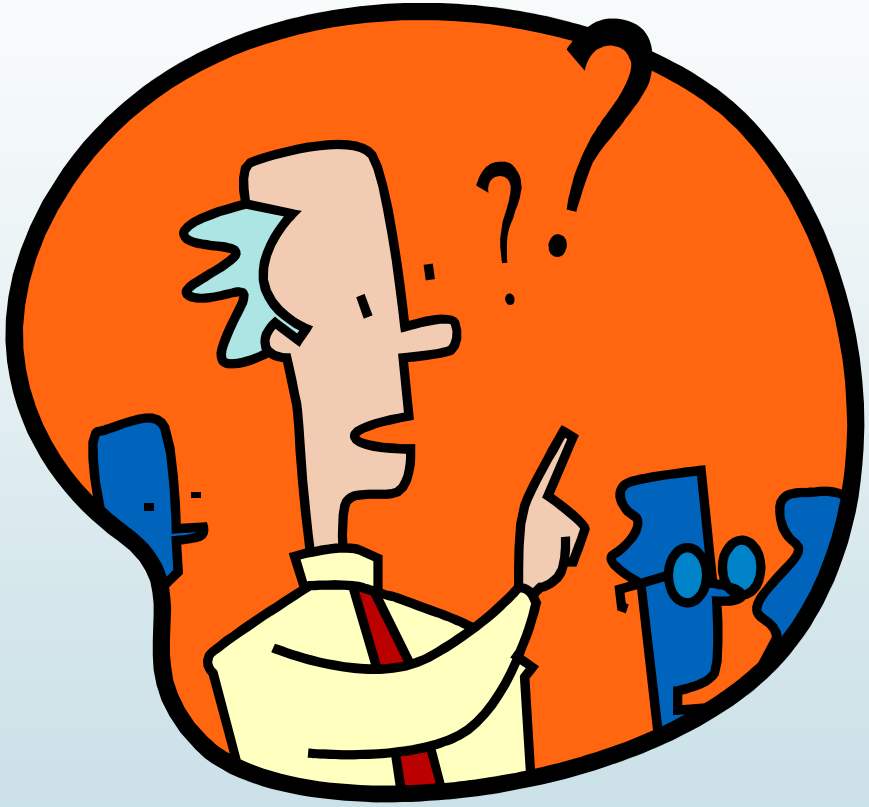
Questions and Answers