

Request for Application

Health Home Health Navigator Training Grant

Federal Fiscal Year 2013
(State Fiscal Year 2013)

The Ohio Department of Mental Health is accepting applications for fiscal year (SFY) 2013 for Health Home Health Navigator Training. The purpose of this grant is to support the implementation of CBHC Health Homes and train health home teams on the key issues of health navigation for individuals with Serious and Persistent Mental Illness. Applicant eligibility, project details, and proposal requirements are set forth below. **Applications MUST be submitted by 4:00 p.m. on Monday, November 26, 2012.** The award is expected to be announced by November 30, 2012 with work to commence on December 3, 2012 and be completed by June 30, 2013.

I. Introduction of Initiative

Demonstration of Need:

Ohioans with Serious and Persistent Mental Illness (SPMI) experience rates of somatic physical health morbidity and mortality that far exceed those of the general population. State and national research has revealed that the years of life lost attributable to this common co-morbidity are significant. Causes of high morbidity and premature mortality are often preventable and treatable medical conditions associated with modifiable risk factors such as obesity, poor nutrition, lack of exercise and smoking. Creating linkages to other medical, wellness and preventive services are as important as mental health treatment and rehabilitation. In order to truly improve outcomes and the quality of life for the individuals with SPMI, it is important to focus more attention on the general health care problems that interfere with recovery.

With this in mind, the Ohio Department of Mental Health (ODMH) promotes the development of bi-directional integration of physical and behavioral health services to prevent and reduce co-morbidity and early loss of life of persons with mental illness. ODMH supports adoption of integrated health care service delivery approaches by offering Technical Assistance and resources, funding health integration projects, conducting research studies, participating in statewide initiatives, setting policy and enacting or amending rules & statute that support integrated care. ODMH has also created a designated office, the Office of Health Integration, to lead and coordinate the department's diverse health integration efforts including implementation of the health home service for individuals with SPMI.

ODMH teamed up with the Office of Medical Assistance (Ohio Medicaid) to design and implement Medicaid health homes for individuals with SPMI. On September 17, 2012, Ohio was notified of the approval of its State Plan Amendment submitted to the Centers for Medicare and Medicaid Services (CMS) to add the Health Home benefit to the array of services available to Medicaid beneficiaries with SPMI.

Health Homes treat the whole person through an integrated and coordinated system of service delivery using a multi-disciplinary team approach that addresses an individual's multiple chronic and complex conditions, and also links them to non-clinical community supports. More coordinated care among clinical specialists and service providers, and better communication with the consumer and caregivers, will result in a better quality of life.

The Health Home service for individuals with SPMI is designed to: improve care coordination; improve integration of physical and behavioral health care; improve health outcomes; lower rates of hospital emergency department use; reduce hospital admissions and readmissions; decrease reliance on long term care facilities; improve the experience of care and consumer quality of life; and reduce healthcare costs.

The following Health Home service components are available for individuals with SPMI: comprehensive care management; care coordination; health promotion; comprehensive transitional care and follow-up; individual and family support; and referral to community and social support services. Adults and children who have Medicaid benefits and meet the ODMH definition of SPMI -- which includes adults with serious mental illness and children with serious emotional disturbance -- are eligible for health home service in community behavioral health centers (CBHCs).

CBHCs, that meet state-defined requirements, including integration of primary and behavioral health care services, can qualify as health homes. Health home service is provided by a team consisting of the following health care professionals: Health Home Team Leader; Embedded Primary Care Clinician; Care Manager; and Qualified Health Home Specialist.

A phased-in addition of the health home service began October 1 in five counties. The phase I counties include Scioto, Adams, Lawrence, Butler and Lucas. Phase I implementation will be followed by Phase II in 30 additional counties, tentatively on April 1, 2013 and Phase III in the remaining 53 counties, tentatively on July 1, 2013.

Purpose of Initiative

The primary goal of this initiative is to support the implementation of CBHC health homes and train health home teams on the key issues of health navigation for individuals with SPMI. This training will also introduce health home teams to using Motivational Interviewing, and Stages of Change which are prerequisite for effective health promotion and wellness programming.

II. Scope of Project Work

The scope of work for this project is:

1. Provide 10 one day of training for 50 - 70 health home team staff on the key issues of health navigation for people with serious and persistent mental illness in phased-in health home regions around the state training up to 500-700 health home team staff.
2. Provide three follow-up webinars on key topics in health navigation in health homes for all health home team staff trained.

III. Available Funding

ODMH will make available a maximum Block Grant award of \$30,000 for one selected application. Work must be completed between December 3, 2012 and June 30, 2013.

Proposal Requirements

A. Applicant Eligibility

Applications for SFY13 funding for Health Home Health Navigator Training pursuant to this Announcement may be submitted by domestic public or private non-profit entities. Estimated number of grantees is one.

To be considered for funding, applicants must have an existing health navigator training curriculum and be experienced in training behavioral health provider systems on a national and/or state-wide basis.

B. Proposal Narrative

Proposal narrative shall be a maximum of three pages, single spaced, in 12 point Times New Roman font and must address the following questions or requests for information:

- a. Describe in detail the proposed activity(s) to be funded that will provide health navigation training to health home teams. Include detailed descriptions of training activities to be provided to assist health home teams;
- b. Provide a project plan, with timeline, that demonstrates the organization's capability to perform the proposed activities in the required timeframe;
- c. Provide a detailed project budget for the proposed activities;

- d. Describe how the funded activities will provide benefit to individuals with Serious and Persistent Mental Illness who are recipients of the health home service.

C. List and describe proposed staffing/contractors required to perform activities

- a. Positions
- b. Duties, services or work to be provided
- c. Professional Qualifications
- d. FTE% and/or amount of service or work provided
- e. Organization's project manager/supervisor for this project

D. Attachment Section shall include

- a. Budget
 - b. SFY 2013 Application for Funding of New Programs and Projects
- NOTE: Do NOT complete pages 1, 2, and 3 of the application. Begin the application on page 4. Applicants MUST refer to specific sections of the RFA on pages 3 through 4 AND complete the budget section.**

IV. Evaluation Criteria

- A.** Selection for funding will be based on evaluation of the following questions:
1. Does the applicant have an existing Health Navigator Training Curriculum based on the needs of individuals with SPMI?
 2. Does the applicant have experience with successfully training behavioral health system workforce in Health Navigation and related topics?
 3. Does the applicant have experience with public sector projects, particularly relating to the behavioral health system?
 4. Is the applicant knowledgeable about the integrated health care delivery models and design and implementation of Ohio's CBHC Health Homes?
 5. Will the project enhance ODMH's health integration and health home implementation efforts?
 6. Does the applicant demonstrate a feasible and effective plan to carry out the activities required for this project?
 7. Does the applicant's project plan demonstrate a readiness and ability to complete the activities/work within the required timeframe?
 8. Is the budget within the limits specified, for allowed types of purchases and reasonable for activities/work proposed?

As part of the selection process, finalists may be asked to present their proposals to key stakeholders in Columbus, Ohio.

V. Requirements for Award

The selected applicant for award must execute the department's Agreement and Assurances document, as well as appendices to that document, unless current executed versions of the Agreement and Assurances are already on file with the department.

VI. Application Submission Process

A. Application Due Date

The submission deadline for Applications is 4:00 p.m. on Monday, November 26, 2012. Late submissions will NOT be considered. The risk of delay or failure of delivery of an application rests with the submitter.

B. Where to Send Application

All applications must be submitted as hard copies with an electronic file on a disk, thumb drive, or by e-mail by November 26, 2012 at 4:00 PM Eastern Standard Time, via hand delivery, U.S. mail, or other courier service to:

Heather King
Office of Health Integration
Ohio Department of Mental Health
30 East Broad Street, 7th Floor
Columbus, OH 43215-3430
E-mail: Heather.King@mh.ohio.gov

C. Application Requirements

All applications must be submitted in MS Word, 12 point Times New Roman font. Five (5) hard copies must be submitted. Applications must meet all requirements set forth in this RFA.

A cover sheet that includes the following must accompany the application:

Applicant's name
Applicant's business address

Applicant's business telephone number

Applicant's email address

Name, phone number, and email address of Applicant's grant contact person.

D. Questions/Inquiries

Inquiries about the content of this RFA, or the process for submission or evaluation of an application may be submitted in writing only, by electronic mail, U.S. mail or other courier on or before November 19, 2012, 4:00 PM Eastern Standard Time, to:

Afet Kilinc

Office of Health Integration

Ohio Department of Mental Health

30 East Broad Street, 7th Floor

Columbus, OH 43215-3430

Phone 614-752-9703

E-mail: Afet.Kilinc@mh.ohio.gov

Responses to inquiries will be posted to the ODMH website at

<http://mentalhealth.ohio.gov/what-we-do/protect-and-monitor/medicaid/hhc-main.shtml> under "Updates" by 5:00 PM Eastern Standard Time, on November 20, 2012.

E. Award Date

ODMH anticipates making funding decisions (selections) by **November 30, 2012**. The Director of ODMH or designee, in her capacity as chief executive and administrative officer of the department and the state's designee to administer federal Community Mental Health Block Grant, will make final grant sub-awards based on her consideration of the recommendations of the review team and, if applicable, consideration of the application materials. The decision made by the Director or designee to award, modify or not-award is final.

F. Commencement of Work

The awarded projects should begin work as soon as all agreements are in place.

VII. Conditions

The Department reserves the right to reject, in whole or in part, any and all applications where the Department, taking into consideration factors including, but not limited to, cost and the results of the evaluation process, has determined that the award would not be in the best interest of the Department.

All eligible applicants for funding must submit written applications in the format specified in this Request for Applications Announcement. If the application does not meet the review criteria, ODMH reserves the right to make no sub-award, make a sub-award for a lesser amount, make alternative sub-award for the specified project or make sub-award for a shorter duration. ODMH reserves the right to ask clarifying questions, issue conditional awards, and negotiate a best and final application with one or more applicant(s). Failure to submit an application by the required deadline will result in rejection of the application. ODMH reserves the right to waive errors and omissions that do not materially affect the outcome of said application. Errors and omissions may result in lower evaluation scores or rejection of the application.

Applicant will be solely responsible for reporting, withholding, and paying all employment related taxes, payment and withholdings for his/her self and any personnel, including but not limited to: Federal, State, and local income taxes, social security, unemployment or disability deductions, withholdings, and payments.