

**PATHWAYS COMMUNITY MENTAL HEALTH
CRISIS RESIDENTIAL BIDDER'S CONFERENCE**

Room 238 DeFant Building, Marquette, MI

October 5, 2011

1:00 p.m.

QUESTIONS / ANSWERS

Pathways Staff Present:

David Berg, Pathways Clinical Supervisor of Emergency Services
Lou Bersine, Pathways Behavioral Support Services Supervisor
Claudia Johnson, Pathways Administrative Services Director
Jeanne Lippens, Pathways Contract Manager / Compliance Officer
Louise Wilcox, Pathways Medical Services Supervisor
Diane Bennett, NorthCare Compliance Officer
Bill Slavin, NorthCare Chief Operating Officer

Potential Bidder's Present:

Greg Toutant, Great Lakes Recovery
Don Wendrick, Great Lakes Recovery
Rebecca Soderna, Lutheran Social Services
Janet Patterson, Pathways to Self Determination
David, Pathways to Self Determination
Mary, Pathways to Self Determination

WELCOME: Community members were welcomed to the Bidder's Conference and introductions took place. Great Lakes Recovery Center and Lutheran Social Services attended in person and Pathways to Self Determination attended via teleconference.

Pathways stated that they are looking for a community partner to provide Crisis Residential Services. This is a new venture for Pathways.

TIME LINE:

- ✓ Questions / Answers will be typed and posted on the Pathways web site by 10/19/11 and sent via e-mail to those attending the conference today.
- ✓ Additional questions must be submitted in writing to Jeanne Lippens by 10/11/11.
- ✓ Proposals are due at 5:00 p.m. EST on 10/31/11
- ✓ Bids will be opened at 1:00 p.m. EST on 11/1/11 in room 238 of the DeFant Building
- ✓ Hope to have the successful bid brought to the Board on 12/7/11 for approval.

QUESTIONS / ANSWERS:

1. Q: Will Pathways be purchasing the home? A: Pathways prefers that the contract provider purchase the home. This can be a negotiated item between Pathways and the Provider.

2. Q: Can Psychiatric services be conducted via telepsychiatry (telemedicine)? A: No. The psychiatric services are to be provided on site as stated in the Medicaid Provider Manual, Mental Health / Substance Abuse Services, Crisis Residential section.
3. Q: Does the location of the facility have to be Marquette City? A: The facility has to be in Marquette County with reasonable access to Marquette General Hospital. The Provider is responsible for finding a residence and ensuring that it can be licensed according to the Licensing Rules for Adult Foster Care Small Group Homes.
4. Q: Can Pathways provide the Adult Foster Care Licensing standards? A: The Licensing Rules for AFC Small Group Homes (12 or Less) has been posted on Pathways web site, along with other crisis residential documents, at www.pathwaysup.org. Additional information regarding DHS Licensing is available at www.michigan.gov/dhs.
5. Q: What will be the staffing ratio? A: As this is a six-bed home, at minimum, two staff are required to be on at all times. Typical Full Time Equivalency (FTE) for a program this size is between 9.0 and 10.0, not including the supervisor (LBSW / LMSW), RN, or psychiatric services time. Provider should take into consideration the necessity of having “on-call” staff to fill in for shifts or when more than two staff are necessary for a shift.
6. Q: What is the minimum number of census days? A: Maximum capacity is six per day. Pathways does not anticipate that we will have a problem filling the beds. Pathways will have preference in filling the beds but the other four Community Mental Health Service Providers, i.e. Copper Country Community Mental Health, Gogebic Community Mental Health, Hiawatha Behavioral Health, and Northpointe, may also place appropriate consumers in the home if there is an open bed. Placements may also come from the psychiatric inpatient unit at MGH and War Memorial as a “step-down” placement.
7. Q: What does Pathways predict for length of stay (LOS)? A: Fourteen (14) days or less.
8. Q: What can Pathways provide for start-up capital? A: Pathways can advance 1/12th of the budget. Q: This does not cover the true start-up costs. Is Pathways willing to put in additional money for actual start-up costs? This can be a negotiated item between Pathways and the Provider.
 - a. Q: Will the provider be able to purchase services from Pathways? A: Pathways does not have the capacity to provide the required covered crisis residential services, which include Psychiatric Supervision; Therapeutic Support Services; Medication Management / Stabilization and Education; Behavioral Services; Milieu Therapy; and Nursing Services.
- 10: Q: Can potential providers receive a Microsoft Version of the Request for Proposal? Yes. The Microsoft file will be attached to the email that is sent to those who attended the Bidder’s Conference and will be posted on Pathways website along with the other crisis residential documents.