



# INLAND REGIONAL CENTER

...valuing independence, inclusion and empowerment

## REQUEST FOR NEED

**TYPE OF PROGRAM:** Family Home Agency (FHA)

**GEOGRAPHIC LOCATION:** Riverside County and San Bernardino County

**AVAILABILITY OF START-UP FUNDS:** Start-up funds are **not available** to support the development of this program. Applicants are responsible for all costs associated with start-up activities.

**SERVICE DESCRIPTION:** Due to current and anticipated future need for FHA services, Inland Regional Center (IRC) is requesting applications for FHA providers to serve and support adult clients who have a minimum of one or more Regional Center qualifying diagnosis. Individuals may also have a co-occurring mental health diagnoses.

Clients may be either ambulatory or non-ambulatory and may display mild to severe behavioral challenges including, but not limited to, physical aggression, verbal aggression, tantrums, property destruction and self-injurious behaviors. Staff must be trained to effectively handle behavioral challenges and respond to them as opportunities to provide behavioral support and guidance. Applied Behavior Analysis (ABA) may be required, as appropriate, based on individual need. Ongoing supports and services include 24-hour care and supervised training for individuals with mild to severe deficits in self-help skills and activities of daily living. Each client shall have his or her own bedroom, with a maximum of three clients per home. Funding will be a tiered approach, based on the Alternative Residential Model (ARM) rate.

Level 2: Clients served in this level will have mild deficits in self-help, mobility and/or behaviors. The deficits may require intervention by the Family Home Provider (FHP) ranging from indirect verbal through physical prompts and hand over hand assistance. Behaviors can be accommodated and managed by one person, while maintaining a safe environment.

Level 3: Clients served in this level will have moderate deficits in self-help, mobility and/or behaviors. The deficits may require a higher level of intervention ranging from indirect verbal through physical prompts and hand over hand assistance. Behaviors can be accommodated and managed by one person, while maintaining a safe environment.

Level 4-C: Clients served in this level will have significant deficits in self-help and mobility and some behaviors. Clients may have health care needs but are less influenced by behavioral deficits, which will allow this level to safely provide services using the minimum additional consulting hours, while ensuring community integration.

Level 4-G: Clients served in this level will have significant deficits in self-help, mobility and behaviors. The need for consistent structure and skilled staff intervention is critical. Training and guidance from the FHA consultants, which shall include a qualified and experienced Behavior Management Consultant and/or a Board-Certified Behavior Analyst (BCBA) is critical to train the FHP.

Level 4-1: Clients served in this level will have severe deficits in self-help, mobility and behaviors. The need for consistent structure and skilled staff intervention is critical. Training and guidance from the FHA consultants, which shall include a qualified and experienced Behavior Management Consultant and/or a Board-Certified Behavior Analyst (BCBA) is critical to train the FHP.

**VENDOR REQUIREMENTS:** The FHA will be a private, non-profit agency that is vendored by IRC to recruit, approve, train, provide services and supports and monitor the family home providers. Prospective FHAs are required to submit a program design based on and covering all portions of California Code of Regulations (CCR), Title 17, Sections 56082 through 56095. Further, the FHA must comply with the Centers for Medicare and Medicaid Services issued Final Rule.

Within the program design shall be a section discussing equity and diversity of service provision including but not limited to, the applicant's plan to serve diverse populations and the commitment to addressing the needs of said population. Diverse populations can include culturally and linguistically diverse groups but are not limited to just them.

**CRITERIA FOR FHA APPLICANTS:** Potential FHAs must have a minimum of twelve (12) months prior experience providing direct supervision and special services to persons with intellectual/developmental disabilities. Vendorization and service provision with a regional center is highly preferred.

**APPLICATION PROCESS:**

1. Fill out the attached application with the following: Name, address and telephone number of the FHA administrator. The application will require the signature of the FHA administrator and the date.
2. Submit complete FHA program design. See CCR, Title 17, Sections 56082 through 56095 and other aforementioned requirements.

**SELECTION PROCESS:**

1. FHA's potential for providing quality, cost-effective services and supports, as detailed in the program design.
2. Regard to client choice with provision of service and support.
3. Experience of the FHA agency and critical agency personnel.
4. Reasonableness of the prospective FHA's overhead.

**DEADLINE FOR SUBMISSION:** This request for need will remain open until June 29, 2018, when all submissions must be postmarked by the close of business. Selection and completion of the vendorization process does not guarantee referrals or purchase of service.

**DELIVERY INSTRUCTIONS:** Please mail letter of interest and supporting documentation to:

Inland Regional Center - RDTU  
Attention: Leilani Nguyen  
P.O. Box 19037  
San Bernardino, CA 92423-9037