



## Frequently Asked Questions Home/Community-Based Developmental Therapy Contract Extension for Fiscal Year 2020

**1. Are there any additions or changes to the scope of services for fiscal year 2019-20?**

The amendment for the extension year did not make changes to the programmatic requirements within the scope of services. The only change occurring for the fiscal year 2019-20 extension is the requirement of Tennessee Bureau of Investigation (TBI) fingerprinting for all direct service staff. This documentation is due within 90 days of amendment execution. TBI fingerprinting cannot be more than five years old.

**2. Since this is an extension of each early intervention resource agencies (EIRAs) 2016-19 contract, and the budget is based on what EIRAs submitted in 2016, will there be any budget increases for the fiscal year 2019-20 extension?**

No, the amendment for each EIRA will be the same budget amount for fiscal year 2019-20 as it was for fiscal year 2018-19. Each EIRA must work with their respective TEIS point of entry office to manage the available resources within the district.

**3. What are the required insurances for the extension year?**

The amendment for the extension year requires the same insurances as were required during the fiscal year 2016-19 grant cycle. Documentation of professional liability insurance is still required. For agencies that are exempt from professional liability insurance, documentation of self-insured status is required.

**4. What is considered a full-time equivalent (FTE) caseload for early intervention staff?**

The amendment for the extension year did not make changes to the programmatic requirements within the scope of services. Therefore, the full time equivalency for early intervention staff remains 16-20 FTEs per week.

**5. Will EIRAs stay at current weekly FTEs for children served in the new budget year?**

Yes.

**6. Will supervisors be limited to five direct service hours per week for the extension year?**

No, the amendment for the extension year did not make changes to the programmatic requirements within the fiscal year 2016-19 scope of services.

**7. What are the annual training requirements for staff in fiscal year 2019-20?**

Training requirements will remain at 42 hours; the amendment for the extension year did not make changes to the programmatic requirements within the scope of services. The reduced training hours that were in the solicitation are not applicable in this extension year.

**8. What are the contract requirements for Family Guided Routines Based Intervention (FGRBI) for fiscal year 2019-20?**

There are no specific requirements related to FGRBI. The FGRBI fidelity measures that were in the solicitation are not included in this extension year.



**9. Will there be required Assessment, Evaluation, and Programming System (AEPS) reliability and FGRBI training?**

The amendment for the extension year did not make changes to the programmatic requirements within the scope of services; therefore, there are no specific requirements related to FGRBI and AEPS inter-rater reliability for EIRAs. The requirements related to FGRBI and AEPS inter-rater reliability that were in the solicitation are not included in this extension year.

**10. Are there requirements EIRAs must meet in order to request reimbursement for occupancy costs for fiscal year 2019-20?**

No, there are no occupancy requirements for fiscal year 2019-20. The amendment for the extension year did not make changes to the programmatic requirements within the scope of services. The changes to the occupancy requirements that were included in the solicitation are not included in this extension year.

**11. When will EIRAs be informed about the status of vendor contracts (for EIRAs providing vendor services in addition to developmental therapy)?**

Fiscal year 2019-24 vendor contracts are currently being processed for a July 1 execution. All vendor applicants will be notified as soon as the contract is ready for signature.

**12. Will the degree requirements continue as listed within the fiscal year 2016-19 scope of services?**

Yes. The amendment for the extension year did not make changes to the programmatic requirements within the scope of services. The expanded degree requirements that were in the solicitation are not included in this extension year.

**13. Will payment continue to be reimbursed for expenses paid per month (as it currently is) OR will agencies receive a uniform payment every month?**

Payment will continue to be reimbursed for expenses paid per month.

**14. Will quarterly EIRA director meetings be required?**

Yes, the amendment for the extension year did not make changes to the programmatic requirements within the scope of services. Therefore, quarterly EIRA meetings are still required for fiscal year 2019-20.

**15. What is the schedule for the fiscal year 2020-24 solicitation?**

A specific schedule for the fiscal year 2020-24 home/community-based early intervention and center-based early intervention developmental therapy solicitations will be posted on the website in the near future.

**16. Will TEIS openly share the statewide plan for future services prior to the next solicitation? Does TEIS plan to downsize the number of EIRAs?**

A statewide plan specific to the provision of future early intervention services is in development. A decrease in the number of EIRAs providing early intervention services may occur naturally through the competitive contract process. However, the intent of the solicitation process is to continue to support the provision of all IDEA required services as needed by eligible children and their families in Tennessee.