



**STATE OF TENNESSEE
TENNESSEE DEPARTMENT OF INTELLECTUAL AND DEVELOPMENTAL DISABILITIES**

**REQUEST FOR INFORMATION
FOR
Medicaid Alternative Pathways to Independence (“MAPs”) – Peer Mentoring
Training Curriculum and onboarding/evaluation processes**

**RFI # 34401-99365
January 12, 2023
EXTENDED January 27, 2023**

1. STATEMENT OF PURPOSE:

The State of Tennessee, Tennessee Department of Intellectual and Developmental Disabilities (DIDD) issues this Request for Information (RFI) for the purpose of gathering information for the continued build-out and development of a Peer Mentoring service within the Medicaid Alternative Pathways to Independence (MAPs) program. DIDD intends to offer Peer Mentoring Services and Supports to person’s supported enrolled in the MAPs program. To ensure the identified Peer Mentors are adequately prepared to deliver a quality service, DIDD intends to identify a vendor who will develop, revise, and/or create a training curriculum which will ensure the mentors have received adequate training opportunities in the areas of Person-Centered Principles, Motivational Interviewing, Trauma-Informed Care, Confidentiality, Boundaries, Self-Care, Crisis Responses, MAPs Service Definitions, etc. This Request for Information will allow DIDD to obtain needed information on the proposed approach to delivering this service which will allow for the selection and awarding of a grant contract agreement. Additionally, DIDD is seeking to include in this Request for Information specifics which will allow the selected peer mentoring provider entity to implement employee onboarding and evaluation processes. We appreciate your input and participation in this process.

2. BACKGROUND:

DIDD launched the Medicaid Alternative Pathways to Independence (“MAPs”) program in November 2022. This program was created with the intent to include a Peer Mentoring Services and Supports to the persons enrolled. It is identified that additional training and specific management process improvement approaches would increase the quality of a delivered Peer Mentoring Services and Supports. Through evaluations of current delivery systems and implementation of Peer Mentoring Services and Supports, it has been determined confirmation of training materials for peer mentoring is needed. Once this curriculum has been developed, the developing entity will ensure the identified vendor to deliver Peer-Mentoring Services and Supports will have successfully implemented the training curriculum.

Additionally, it is the goal of this project to include a mechanism by which Peer Mentors can be evaluated through their employment for successful implementation of the services. Specially, what will the measurables be to determine if the Peer Mentor is meeting performance expectations? The vendor who identifies the onboarding training curriculum will also assist in the creation and development of a management approach to measure the successful implementation of the employee delivering the Peer Mentoring Services and Supports.

It is anticipated the MAPs Peer Mentoring Services and Supports will be administered across the state of Tennessee through the duration of the MAPs program. If additional MAPs programs are continued, DIDD will review additional opportunities to continue implementation of a Peer Mentoring Services and Supports.

3. COMMUNICATIONS:

Please submit your response to this RFI to:
 Jason Camperlino – Youth Transitions Director
 Tennessee Department of Intellectual and Developmental Disabilities
 UBS Tower, 8th floor.
 315 Deaderick Street.
 Nashville, TN 37243
 629-250-9367
Jason.Camperlino@TN.gov

3.1. Please feel free to contact the Department of Intellectual and Developmental Disabilities (“DIDD”) with any questions regarding this RFI. The main point of contact will be:
 Jason Camperlino – Youth Transitions Director Tennessee Department of Intellectual and Developmental Disabilities
 UBS Tower, 8th floor.
 315 Deaderick Street.
 Nashville, TN 37243
 629-250-9367
Jason.Camperlino@TN.gov

3.2. Please reference RFI # **34401-99365** with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		January 12, 2023
2.	RFI Response Deadline	5:00p CST	February 10, 2023

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid, or other procurement method. In the event the State chooses not to go further in the procurement process, and responses are never evaluated, the responses to the procurement, including the responses to the RFI, will be considered confidential by the State.

- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

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TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. Brief description of experience providing similar scope of services/products

4. Provide an example of your process plan to develop and produce the customized materials.

- a. Include your process for developing a training curriculum that addresses the following topics: Person-Centered Principles, Motivational Interviewing, Trauma-Informed Care, Confidentiality, Boundaries, Self-Care, Crisis Responses, MAPs Service Definitions, etc.
- b. Please describe how you would intend to ensure that future DIDD providers could have access to the identified/developed training curriculum if services are expanded past this initial MAPs program.

5. Provide an example of your process to develop an onboarding and evaluation process for Peer Mentoring.

- a. Include your process for developing an onboarding and evaluation process for a Peer Mentoring Services and Supports Agency.
- b. What is your anticipated timeline for developing, revising and or creating an onboarding and evaluation process for Peer Mentors?
- c. What is your anticipated timeline for training the identified Peer Mentoring agency on the developed onboarding and evaluation process for the peer mentoring services?

COST INFORMATIONAL FORM

1. What is your anticipated cost to develop, revise and/or create a Peer Mentoring Training Curriculum?

2. What is your anticipated cost for training the identified Peer Mentoring agency on the developed training curriculum AND on-going technical assistance process to monitor effective implementation?

ADDITIONAL CONSIDERATIONS

1. Please provide input on alternative approaches or additional things to consider that might benefit the State: