

**STATE OF TENNESSEE
DEPARTMENT OF HEALTH**

REQUEST FOR APPLICATION

**INJURY PREVENTION TELEMENTAL HEALTH TRAINING
FOR PROVIDERS**

RFS # 34347-76621

I. INTRODUCTION:

Suicide is a leading cause of death across the United States and continues to be a growing public health problem in Tennessee. The effect of suicide on individuals, families, friends, and communities is long-lasting and profound. On May 21, 2018, Governor Bill Haslam and the Tennessee General Assembly passed the Suicide Prevention Act of 2018 (T.C.A. § 68-3-703). This Act recognized suicide as a serious public health issue in Tennessee and provided the commissioner of health authorization to create a suicide prevention program within the department of health. The Centers for Disease Control States Violence and Injury Prevention Grant (Core SVIPP) also conducts and support suicide prevention programs in Tennessee. On March 18, 2020, the Centers for Disease Control provided a supplemental funding opportunity to the Tennessee CORE SVIPP program.

The purpose of the supplemental funding is to support a state health department to initiate, expand, or enhance approved activities to address COVID-19 injury and violence prevention activities. Specifically, funds available under this supplemental award can be directed towards the delivery of activities that support the prevention of suicide. Specific activities include virtual/on-line implementation, evaluation and dissemination of strategies that address suicide.

A. BACKGROUND:

In 2018, 1159 people in Tennessee died from suicide resulting in a suicide rate of 16.6 deaths per 100,000 person population. Within the past five years, Tennessee's suicide rate (deaths per 100,000 people) increased by 15%, from 14.4 deaths in 2014 to 16.6 deaths in 2018. Over the past five years, Tennessee's suicide death rate has remained higher than the average national rate. In 2018, Tennessee's suicide rate (16.6 deaths per 100,000 person population) was 17% greater than the national average rate (14.2 deaths per 100,000 person population).

In Tennessee, the rural counties of the state experience higher rates of suicide-related morbidity and mortality compared to the metro counties. In 2018, the age-adjusted rate of suicide death in the rural counties was 18.3 per 100,000 people, significantly higher than the rate in the metro counties (14.0 per 100,000 people). Rural counties also had a significantly higher rate of hospital encounters (including inpatient hospitalizations and ED visits) for intentional self-harm injury in 2018 (age-adjusted rate of 178.4 per 100,000 for rural counties compared to 144.3 per 100,000 for metro counties). Residents of rural counties were also more likely to be hospitalized or treated in the ED for suicidal ideation without an accompanying self-harm injury. In 2018, the age-adjusted rate of hospital encounter with suicidal ideation was 641.1 per 100,000 people in the rural counties compared to 585.2 per 100,000 people in the metro counties, a difference that was again statistically significant. In addition to experiencing significantly higher rates, rural counties also comprised the majority of suicide death, intentional self-harm injury, and suicidal ideation cases in the state during this time period, accounting for 67, 64, and 61 percent of statewide cases respectively.

Because of the increased vulnerability seen for the rural counties of Tennessee, Telemental health training for mental health providers should be provided so rural counties receive effective service. Within the rural regions of the state, the counties that experience a relatively high rate of suicide death while also accounting for a substantial proportion of statewide suicides will be a focus of this contract.

The State is seeking applications to provide the services outlined in this Request for Application (RFA). Applicant may apply for a grant of up to seven months not to exceed forty thousand dollars (\$40,000). The anticipated start date for grants is January 1, 2021.

B. Successful applicants will also be required to perform the following deliverables:

Provide a minimum of ten (10) virtual webinar series which will include three (3) webinar sessions each to present best practice information about Telemental health topics to mental health professionals. The Grantee shall make efforts to recruit up to twenty-five (25) individuals at each webinar session.

Provide webinar logistics and support to presenters and attendees such as technical support before, during, and after the webinar to insure successful presentations.

Conduct pretests and posttests for webinars to measure increase in knowledge gain and intent to practice Telemental health. Conduct a follow up survey to determine how trained mental health professionals have utilized the information presented during the training.

Provide Continuing Education Credits (CEUs) for mental health professionals who complete the Telemental health training.

Provide supplies and other resources upon request to mental health professionals to facilitate effective Telemental health services. Supplies and resources could include, but are not limited to, device headsets and additional information about best practices.

C. Non-allowable Costs:

- Construction, alteration, maintenance of buildings or building space;
- Dues for organizational membership in professional societies;
- Food and drinks;
- Research projects;
- Lobbying;
- Clothing;
- Gift or gas cards;
- Childcare services;

- Billable services provided by physicians or other providers conducting medical treatment services;
- Permanent equipment not essential to project implementation (e.g. computers, printers, video monitors, furniture);
- Anything considered medication; and
- Advertising materials and purchase of media time/space that has not been pre-approved by the Tennessee Department of Health.

II. APPLICATIONS:

To respond to this RFA, please complete the **Application**. See also IRS Form W9 and State of Tennessee, Department of Finance and Administration ACH (Automated Clearing House) Credits and Instructions for completion. The **Application** contains detailed questions about the organization’s contact information and the specifics of the proposed project. Please provide a project narrative, goals and objectives, and a timetable

Attachment 3 is the Grant Budget. This section shall contain all information relating to cost, based on a line item budget. Complete the Grant Budget form and the attached Line Item Details form. A description of how dollars will be used must be provided for each line item completed, as applicable for the Budget form.

Note: Please use the Department of Finance and Administration – Policy 03 Schedule A, (please refer to pages 11-16 of that policy) in determining which expense category an item should be listed in your Grant Budget. This policy can be found on the Internet at the address listed below:

https://www.tn.gov/content/dam/tn/finance/documents/fa_policies/policy3.pdf

The details below describe the Telemental Health Training Project application process including the schedule of events in section III. A teleconference will be held prior to submission of applications to answer any questions about the process and/or project expectations.

III. SCHEDULE OF EVENTS:

The following is the anticipated timeline for awarding grants for Telemental Health Training for Providers. The State reserves the right to adjust the schedule as it deems necessary.

EVENT	TIME (Central Time)	DATE (all dates are state business days)
1. RFA issued		October 14, 2020
2. Pre-response Teleconference	2:30 p.m.	October 19, 2020

3. Written "Questions & Comments" deadline	2:00 p.m.	October 21, 2020
4. State response to written "Questions & Comments"		October 26, 2020
5. Deadline for Applications	2:00 p.m.	November 2, 2020
6. Evaluation Notice released		November 16, 2020
7. Effective start date of contract		January 1, 2021

Pre-response Teleconference

A Pre-response Teleconference will be held at the time and date detailed in the Schedule of Events to answer questions concerning the funding opportunity. The information for the Pre-response Teleconference is below. Any applicant desiring to submit an application in response to this RFA is encouraged to have at least one (1) representative on the teleconference; however, attendance is not mandatory. If you cannot participate, please direct your questions by the scheduled deadline as indicated above to Melissa Painter, Competitive Procurement Coordinator, listed below in Section IV.

Meeting Name: RFA 34347-76621 Telemental Health

Meeting Number (access code): 171 350 1099

Meeting Password: m383cBiPBcZ

Meeting Link:

<https://tngov.webex.com/tngov/j.php?MTID=m8ebb754ff6750d752fdf26aaf7d06348>

Join by phone: #1-415-655-0003 US TOLL

Questions and Answers

All questions concerning this RFA must be presented to the Competitive Procurement Coordinator shown in Section IV., in writing, on or before the Deadline for Written Questions and Comments as detailed above in the Schedule of Events. Questions may be faxed, emailed, mailed, or hand-carried to the Competitive Procurement Coordinator. The State's responses will be emailed and posted as an Amendment to the following website:

<https://www.tn.gov/health/funding-opportunities.html>

Deadlines stated above are critical. If documents are submitted late, they will be deemed to be late and cannot be accepted. The clock-in time will be determined by the time of the online submission. No other clock or watch will have any bearing on the time of application receipt.

Each applicant shall assume the risk of the method of dispatching any communication or application to the State. The State assumes no responsibility for delays or delivery failures resulting from the method of dispatch.

IV. SUBMISSION OF APPLICATIONS:

Please submit applications by online submission via the following link no later than 2:00 p.m. on the date listed in the Schedule of Events.

Web Link: <https://www.tn.gov/health/funding-opportunities.html>

Please contact the Competitive Procurement Coordinator at the address shown below with any issues or concerns with online submission. **The APPLICATION and all attachments must use 12-point font.**

Melissa Painter
Competitive Procurement Coordinator
Service Procurement Program
Division of Administrative Services
Andrew Johnson Tower, 5th Floor
710 James Robertson Parkway
Nashville, TN 37243
Phone: (615) 741-0285
Fax: (615) 741-3840
Email: Competitive.Health@tn.gov

Checklist for Submission

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| <ul style="list-style-type: none"><input type="checkbox"/> Application (Attachment 1)<input type="checkbox"/> Project narrative (Exhibit 1)<input type="checkbox"/> Goals and activities template (Exhibit 2)<input type="checkbox"/> Performance indicator checklist (Exhibit 3)<input type="checkbox"/> Letters of support<input type="checkbox"/> Budget (Attachment 3)<input type="checkbox"/> Form W-9, Request for Taxpayer Identification Number and Certification (please see form for mailing instructions)<input type="checkbox"/> State of Tennessee, Department of Finance and Administration Automated Clearing House (ACH) Credits and Instructions (Please see form for mailing instructions) |
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V. Application Evaluation:

An evaluation committee made up of three (3) representatives of the Department of Health will be established to judge the merit of eligible applications.

- A. The committee shall review applications on the basis of the information requested in the RFA. Applications will be evaluated based on the following criteria:
- Alignment with the best practices for Telemental health
 - Detailed goals and activities
 - Proposed expenses and cost effectiveness
 - Expertise of staff involved
 - Level of projected impact
 - Plan to recruit participants

The committee will evaluate and recommend for selection to the Commissioner of the Department of Health the applications(s) which are most responsive to the State's needs.

- B. Any application that is incomplete or contains significant inconsistencies or inaccuracies shall be rejected. The State reserves the right to waive minor variances or reject any or all applications. The State reserves the right to request clarifications from all applicants.

VI. **SAMPLE CONTRACT:**

Following the State's evaluation, grant contracts will be prepared as shown in the **Sample Contract**. If a grant is awarded to a governmental entity established pursuant to Tennessee law (such as a human resource agency, a developmental district, the University of Tennessee, or a Board of Regents school), the standard terms and conditions of the grant will be revised accordingly; however, significant performance requirements will not be revised.

It is imperative that each applicant review the entire Sample Contract with legal counsel prior to submitting an application for funding as it is **required** that the applicant notify the State *in advance* if it cannot accept any terms or conditions. The application requires the applicant to list any terms or conditions that its organization cannot accept. **Any later requests for contract changes will not be considered.**