

Redwood Coast Regional Center
Respecting Choice in the Redwood Community

REQUEST FOR PROPOSALS

Early Intervention Home Based Services
To be located in any of the following counties:
Del Norte, Humboldt, Mendocino*, or Lake

“We envision educational efforts which focus on teaching relationship rather than care giving; which teach support rather than control; which teach communication rather than regulation. We promote informed exploration and risk taking, with opportunities for feedback. We envision individual and community satisfaction as the standard by which all services are measured.”

—From RCRC Vision

Redwood Coast Regional Center (RCRC) is one of 21 locally-based nonprofit private corporations that contract with the State of California to develop and coordinate community resources and supports for people with developmental disabilities and their families. Redwood Coast Regional Center serves Californians who reside in Del Norte, Humboldt, Lake, and Mendocino Counties.

Infants and toddlers, from birth to 36 months of age, may qualify for early intervention services through our Early Start program. Early Start is the name used in California to reference the federally-funded early intervention program. The federal law is found in the Individuals with Disabilities Education Act (IDEA), Part C, Infants and Toddlers with Disabilities (20 U.S.C., 1431 et seq.) and the applicable federal regulations (34 C.F.R., 303 et seq.). The statute for California’s participation in the program is the California Early Intervention Services Act (CEISA), Government Code, Section 95000 et seq.

IDEA Part C requires early intervention services be provided in “Natural Environments.” The federal definition for “Natural Environments” (303.26) is: “Settings that are natural and typical for a same-aged infant or toddler without a disability, may include the home or community settings and must be consistent with the provisions of 303.126.” For further clarification the Office of Special Education Programs (OSEP) “...does not believe that a clinic, hospital or service provider’s office is a natural environment for an infant or toddler without a disability; therefore, such as setting would not be natural for an infant or toddler with a disability.”

In addition, CEISA provides the following guidance for the focus of services: “The family is the constant in the child’s life, while the service system and personnel within those systems fluctuate. Because the primary responsibilities of an infant’s or toddler’s wellbeing rests with

*Mendocino County is primarily only in need of physical therapy services at this time. However, the need does change periodically. Please call to inquire prior to submitting RFP for Mendocino for services other than PT.

the family, services should support and enhance the family's capability to meet the special developmental needs of their infant or toddler with disabilities" (CEISA, 95001.(3)).

RCRC is seeking proposals from qualified applicants to provide early intervention services for children ages 0-3 years. Early Start serves children from birth to three years of age who meet specific eligibility criteria and who need early intervention services. There are three eligibility categories: 1) developmental delay of 33% in one or more developmental domains, 2) established risk condition of known etiology, with a high probability of resulting in delayed development (such as Down Syndrome), or 3) At high risk of developmental delay or disability due to a combination of biomedical risk factors.

A need has been established in Del-Norte, Humboldt, Mendocino and Lake Counties for licensed specialists including: Occupational Therapist, Speech Therapist, Physical Therapist, and Clinical Psychologist who specialize in developmental evaluations.

The general role of the service provider in early intervention is to provide supports and resources to assist family members and caregivers to enhance the infant's and toddler's learning and development through everyday learning opportunities, and in the absence of the service provider, continuity of intervention.

RCRC is seeking service providers who will serve children and their families primarily in their home environments using family support principles. Potential service providers need to be familiar with and able to make accommodations for children who have hearing, vision, or mobility impairments. RCRC serves a range of children and their families from diverse socio-economic backgrounds. RCRC has had difficulty identifying service providers for children whose families face a variety of barriers. There is significant need for more service providers who speak Spanish, as well as additional languages other than English, as RCRC is required to provide services in the child's first language. Many RCRC clients live in remote locations, are low-income, lack internet access, and may have difficulty maintaining phone communication and/or transportation. Furthermore, many families whose children are participating in the Early Start program have experienced generational trauma including abuse, neglect, and addiction. An increasing number of children in the Early Start program display qualitative impairments in social interaction and communication, combined with restricted, repetitive and stereotyped patterns of behavior, indicative of a diagnosis of Autism Spectrum Disorder.

The purpose for developing the service will be to establish a network of service providers capable of supporting children and their families in the RCRC Early Start program in their natural environments.

Preference will be given to service providers who offer the following services:

- Occupational Therapy
- Speech Therapy
- Physical Therapy
- Clinical Psychologist who provide Developmental Evaluations

These service providers need to have the necessary licenses/certifications that are required in accordance with State of California requirements and experience working with infants and toddlers.

The provider should have the ability to advocate, work collaboratively with RCRC, and provide a linkage to community partners such as local County Office of Education; Family Resource Centers; other service vendored RCRC service providers; natural supports in the community; and medical providers, as available and appropriate.

GOAL:

The goal of this project will be to provide an array of early intervention services for children in the Early Start program in any one of the following counties: Del-Norte, Humboldt, Mendocino, and/or Lake as outlined by their Individual Family Service Plans (IFSP). The early intervention services will offer activities which:

- 1) Enhance the capacity of families to meet the special needs of their infants/toddlers with developmental needs.
- 2) Increase the parents/caregivers understanding and implementation of developmentally appropriate activities for the infant/toddler through day-to-day activities, such as bathing, dressing, feeding and family outings.
- 3) Develop the parents/caregivers ability to recognize and respond to their infants/toddlers unique characteristics, temperament, method of communication and developmental needs.
- 4) Increase the parents/caregivers understanding and implementation of playtime as a method for intervention and achieving developmental outcomes.

RCRC currently has approximately three hundred children age 0-3 years participating in the Early Start program. There are not currently adequate early intervention service providers to meet the needs in Del-Norte, Humboldt, Mendocino, or Lake Counties for these children and their families.

RATE STRUCTURE:

The chosen applicant will determine the service code and rates per Title 17 rate setting regulations and in coordination with Redwood Coast Regional Center's Community Services Department.

PROPOSALS:

All interested parties are required to submit a proposal to Redwood Coast Regional Center. Please note a service provider should only include one county in the proposal. All proposals received by the deadline will be reviewed and scored by a team of evaluators selected by RCRC. Applicants who meet the proposal criteria will be invited to participate in an interview process.

Submit Proposals to: **Jerry Freitas**
Community Resource Manager
Redwood Coast Regional Center
PMB #85
1301-B Northcrest Dr.
Crescent City, CA 95531

Proposals from individual service providers seeking to offer only one service MUST include the following 5 items:

1. A cover page listing applicant’s name, address, phone number, and name of person preparing proposal if other than applicant, geographic location of services and willingness to travel (how far). **Yes_____ No_____**
2. A description of applicant’s education, experience, and ability to perform, with particular emphasis on experience related to supporting children with developmental delays ages 0-3 years old. **20 points**
3. A statement outlining the applicant’s plan to serve diverse populations, including, culturally and linguistically diverse populations; examples of the applicant’s commitment to addressing the needs of those diverse populations; and any additional information that the applicant deems relevant to issues of equity and diversity. **10 points**
4. A statement that describes the steps the applicant will take ensure client safety and to reduce the risk of individuals supported from being abused, both within and outside of the agency. **5 points**
5. A description of applicant’s experience/knowledge of:
 - a. Early child development **10 points**
 - b. Family Centered Service Principles **10 points**
6. A description of the applicant’s guiding principles and philosophy in regards to early intervention services, as well as expected service outcomes. **25 points**
7. A description of how your agency will build and maintain relationships with community partners such as County Office of Education; Family Resource Centers; Early Head Start; local day cares; other service vendored RCRC service providers; Child Welfare Services; and Redwood Coast Regional Center, as applicable to services you provide. **20 points**

Proposals from agencies seeking to offer more than one service MUST include the following 8 items:

1. A cover page listing applicant’s name, address, phone number, and name of person preparing proposal if other than applicant, geographic location of services and willingness to travel (how far). **Yes_____ No_____**
2. A description of applicant’s education, experience, and ability to perform, with particular emphasis on experience related to supporting children with developmental delays ages 0-

- 3 years old. **10 points**
3. A statement outlining the applicant’s plan to serve diverse populations, including, culturally and linguistically diverse populations; examples of the applicant’s commitment to addressing the needs of those diverse populations; and any additional information that the applicant deems relevant to issues of equity and diversity. **10 points**
 4. A statement that describes the steps the applicant will take ensure client safety and to reduce the risk of individuals supported from being abused, both within and outside of the agency. **5 points**
 5. A description of applicant’s experience/knowledge of:
 - a. Early child development **10 points**
 - b. Family Centered Service Principles **10 points**
 6. A statement of the applicant’s goals and expected outcomes in operating early intervention services. **5 points**
 7. A description of the applicant’s guiding principles and philosophy in regards to early intervention services, as well as expected service outcomes. **10 points**
 8. A description of how your agency plans to recruit, train, and assure direct support staff stability. **10 points**
 9. A description of how your agency will build and maintain relationships with community partners such as County Office of Education; Family Resource Centers; Early Head Start; local day cares; other service vendored RCRC service providers; Child Welfare Services; and Redwood Coast Regional Center, as applicable to services you provide. **20 points**
 10. A draft proposed budget for on-going services. **10 points**

TIMELINE: RFP’s will be accepted ongoing.

SERVICE DESIGN: If a proposal for early intervention services is selected, the applicant will may be required to develop a written Service Design, pursuant to California State regulations as delineated in Title 17. Both Regional Center approval of the Service Design, as well as successful negotiation of a contract for services, shall be a condition of service vendorization.

The Service Design will be written after the completion of a formal orientation process with RCRC which will provide a forum for understanding the early intervention service model. The Service Design must include service provision outcomes, which result in children and their families making progress on the goals outlined in each Individual Family Service Plan. The Service Design will include strategies that address each individual’s preferred daily activities and support needs. The focus will be on individualized supports tailored for each child and their family’s needs, rather than having the child and family “fit” into an existing “program.” Strategies that will be used to support family involvement and success include clear and known

expectations and roles for all parties. Provisions for recruiting, training and retaining stable staff must be incorporated into the Service Design.

Close collaboration between families supported, RCRC, other specialists, as well as outside agencies may be necessary to ensure that all of a child's support needs are addressed.

TECHNICAL ASSISTANCE:

RCRC staff will provide the person(s) selected through the RFP process with technical assistance as needed in developing and completing the Service Design.

Before beginning work on the early intervention services RFP or if there are any questions regarding the RFP, it is strongly recommended that interested parties contact:

Jerry Freitas
Community Resource Manager
Phone: 707-464-7488 ext.12
Email: jfreitas@redwoodcoastrc.org

RCRC reserves the right to withdraw this Request for Proposals (RFP) at any time without prior notice. Further, RCRC makes no representation that any agreement will be awarded to any applicant responding to this RFP. RCRC reserves the right to reject the proposal of any respondent who, in the opinion of RCRC, is not responsible or has previously failed to perform properly, or is not in a position to operate within the service design.