



Redwood Coast Regional Center

Respecting Choice in the Redwood Community

REQUEST FOR PROPOSALS

Coordinated Family Supports (CFS)

To be located in Del Norte, Humboldt, Lake and Mendocino counties

“We envision a system of services and supports that is determined by the individuals served. We envision a process that is complementary to the individual’s own life, and which does not intrude upon the person’s chosen lifestyle. We envision people residing in the living arrangement of their choice. We recognize that life is made meaningful by loving, being loved, and having friends and relationships... We envision a system of services and supports which acknowledge the person’s age, lifestyle preferences and culture, and which is fluid and ever changing.”

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.

RCRC has an immediate need for qualified Coordinated Family Supports (CFS) providers in Del Norte, Humboldt, Lake and Mendocino counties to support adult clients who reside in their family home. CFS is designed to facilitate equitable access to services and supports. CFS services will be tailored, individualized, and flexible to meet the changing needs and preferences of the individual being served along with their family/caregiver.

COORDINATED FAMILY SUPPORTS: SERVICE CODE 076

Coordinated Family Supports providers are vendors who coordinate and provide the items identified below for adults who reside in the family home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the client and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the client’s diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the client and their family.



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5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the client, including those living with aging caregivers.
9. Providing training to the client which maximizes their independence.

SERVICE PARAMETERS:

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the client and their family are receiving. CFS may not be provided by an individual who resides in the same home as the client and the services shall be primarily provided in the client's home. At minimum, the ongoing need for CFS services shall be assessed annually and progress reported quarterly.

ELIGIBILITY OF PROVIDERS:

Minimum qualifications for **CFS staff** include an Associates-level degree in a human services field of study or 3 years of experience in the developmental disabilities service delivery system. Provider must be able to effectively communicate in the primary language of the consumer and their family. Must have knowledge of the regional center system. **CFS Supervisor** qualifications require a Bachelors-level degree in a human services field of study or an Associates-level degree in a human services field of study and at least 3 years of experience in the developmental disabilities service delivery system. **The Department of Developmental Service is willing to consider exceptions to these qualifications if written justification is provided indicating other qualities and skills of potential providers.**

GOAL:

In June 2022, the State's Budget Trailer Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022), added Welfare and Institutions Code section 4688.06, establishing the Coordinated Family Support (CFS) Services Pilot Program. This section recognizes the right of adults with disabilities to reside in the family home and that adults with developmental disabilities, and their families, may need CFS services that are tailored to the unique needs of the client and are respectful of the language, ethnicity, and culture of the family home.

START UP FUNDING:

Start-up funding is not available for applicants of this proposal.



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RATE STRUCTURE:

The Department OF Developmental Services has established rates for CFS which can be found [here](#). Additionally, each provider that meets all monthly reporting requirements will be eligible to receive CFS Pilot Implementation Incentive Payments. These payments will be calculated at 11.1% of the total dollar amount billed for CFS assessments and services for the prior month.

PROPOSALS:

Interested parties are encouraged to reach out to a Community Resource Manager listed below. All applications submitted that meet the minimum eligibility requirements shall be considered for vendorization.

Heather Odle

**Community Resource Manager
Redwood Coast Regional Center
525 2nd Street, STE 300
Eureka, CA 95501
hodle@redwoodcoastrc.org**

Heath Birilli

**Community Resource Manager
Redwood Coast Regional Center
1116 Airport Park Blvd.
Ukiah, CA 95482
hbirilli@redwoodcoastrc.org**

SERVICE DESIGN:

Applicants will be required to develop a written Service design, pursuant to California State regulations delineated in Title 17 and the Lanterman Act. Both Regional Center approval of the Service Design, as well as successful negotiation of a contract for services, shall be a condition of vendorization. The Service Design must include service provision outcomes, which result in individuals being successful in achieving stable and satisfactory lifestyles. The Service Design must include strategies that address client's right to services that are tailored, and flexible to meet the changing needs of the client and their family. The Service Design must address how the provider will ensure that the supports are provided in a manner that is respectful of culture, ethnicity and linguistic preferences of the individual and their family. Provisions for training and retaining stable staff must be incorporated in the Service Design.

Close collaboration between individuals supported, their family and/or legal representative, RCRC, specialists in behavioral issues, aging services, as well as mental health staff may be necessary to ensure that all of the adult's support needs are addressed.



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TECHNICAL ASSISTANCE:

RCRC staff will provide the applicant with technical assistance as needed in developing and completing the Service Design.

Before beginning work on the Service Design for Coordinated Family Supports or if there are any questions regarding this RFP, it is strongly recommended that applicants view the Department of Developmental Services publications listed below.

Service Requirements and FAQs (Ctrl + Click to Follow Link)

1. Enclosure A – [Service Code Description](#)
2. Enclosure B – [CFS Fact Sheet](#)
3. Enclosure C- [Referral & Service Need Form](#)
4. Enclosure D – [Quarterly Reporting Tool](#)
5. CFS Frequently Asked Questions – [For Potential Providers](#)

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.