

Family Navigators RFA  
Inquiries and Answers

1. On this RFP, since the Family Navigator will be in multiple counties, how will the funds be awarded? To the county where the recipient is based in?

Answer: Funds will be awarded to the county that submits the application.

2. How will preferences be given to proposals that span multiple counties if funding is available to counties only (for either direct service provision or contract with a not-for-profit? Would there need to be a lead county, with other LGUs signing on with letters of support?

Answer: The RFA states on page 4: Preference will be given first to proposals that span multiple counties. Secondary preference will be given to proposals that serve one county only and do not have an existing Navigator function.

The applicant must obtain a letter of support from the LGU that will contract with the applicant if an award is made. Additional letters of support from other participating counties may also be submitted.

3. The scope of practice for this position seems to require at least a Masters-level candidate with extensive experience in the substance abuse field. Are there any certification/licensing requirements for this position beyond what was described in the RFA?

Answer: There are none specified in the RFA. The award recipient may choose to define its own requirements beyond those note on page 4-5 of the RFA.

4. The funding information for this RFA is not clear. Please clarify what the funding request should be for the expenses in this specific RFA (e.g., is the funding total, \$100,000, for this RFA)?

Answer: The funding request is limited to \$100,000 per application.

5. Would it be possible to know which agencies have already been funded to provide these services in each of the 10 EDZ's?

Answer:

Western New York	WNY Independent Living, Inc.
Finger Lakes	Liberty Resources, Inc.
Southern Tier	Addiction Center of Broome County, Inc.
Central New York	Onondaga Council on Alcoholism and Addictions, d/b/a Prevention Network
North Country	Seaway Valley Council for Alcohol and Substance Abuse Prevention, Inc.

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Mohawk Valley	Center for Family Life and Recovery, Inc.
Capital District	Addiction Care Center of Albany, Inc.
Mid-Hudson	Alcohol and Drug Abuse Council of Orange County
NYC	No award
Long Island	No award

6. What is the start-up date for this program?

Answer: The applicant should indicate a proposed start date on Attachment 4 Initiative Funding Request Form in Part II, line 1. Programs would be expected to be operational approximately 180 days following a notice of award.

7. Does the staff person in this RFA need to be associated with an existing OASAS-funded program? In other words, will this program be a separate column in the CBR/CFR or will it be incorporated in the expenses/revenue/funding of an existing OASAS program?

Answer: The Family Navigator Program will be budgeted and claimed separately from other OASAS-funded services.

8. This is an annual award. Is this grant only for one year or will there be funding available for additional years?

Answer: Funding for the Family Navigator is expected to be ongoing. However, continued funding of any specific provider is contingent on performance, quality of services, compliance with program requirements and the availability of appropriation.

9. Funding will be awarded to the County. If the County contracts with a not-for-profit agency to deliver these services, will the County act as a “pass-through” for the funding?

Answer: Yes.

What are the responsibilities of the County versus the responsibilities of the contract agency for this RFA?

Answer: As in any county contract, the county would be expected to monitor the performance of its provider.

10. What procedure codes/APG rates would we use to bill for these services?

Answer: Procedures can be billed from certified outpatient treatment programs and Opioid treatment programs but not prevention programs. Family Navigators may provide a peer service. When the service they provide meets the service requirements

(<http://www.oasas.ny.gov/admin/hcf/APG/documents/APGManual.pdf> page 24) they would be eligible to bill H0038 for active patients of an outpatient clinic per the treatment plan. This can be billed by an OASAS Certified Outpatient Clinic or Opioid Treatment Program.

11. Will we have to negotiate coverage with all MCO's and commercial insurance companies?

Answer: The program would have to be eligible as a Medicaid provider in order to bill for Medicaid services. If the program is a Medicaid provider and an OASAS certified outpatient or opioid treatment program, procedure code H0038 is a covered outpatient service and would be paid at the current APG rate. Commercial Insurers have their own requirements for participation as a provider.

12. If the County has a Family Navigator can they apply for another one?

Answer: Yes. A maximum of two awards will be made to each Economic Development Zone. However, OASAS reserves the right to make awards based on geographical or regional consideration to best serve the interests of the State

13. Would XXX County have to apply, or since we already have a family navigator would there be another method of expanding this program. If not the county, the agency with the navigator is applicant?

Answer: As stated on page 3 of the RFA: Funding is available to Counties only. Counties can either provide the services directly or contract with a not-for-profit to provide the services. If a not-for-profit is contracted by the County, the County must specify the specific provider(s) being contracted.

14. Only Counties can apply?

Answer: Yes

15. Does the County RFA require an agency to be identified to do this service, at time of application, if the county is not going to provide this service?

Answer: Yes

If the above is true, is the County required to go through an RFP process to identify the provider or can the County identify the provider through the County's other approved procurement methods?

Answer: The County must identify the provider, but can utilize any County procurement method to do so.

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16. The RFA States: Funding is available to Counties only. Counties can either provide the services directly or contract with a not-for-profit to provide the services. If a not-for-profit is contracted by the County, the County must specify the specific provider(s) being contracted.

Should Erie County elect to do an RFP to determine the provider, this would not occur until after the RFA process. Is this acceptable to not identify the specific provider until we can do an RFP, after the RFA process is completed? Can we put this language in the RFA, That “Erie County will identify the provider of this service through the RFP process after the RFA is awarded”

Answer: No. As indicated on page 3, “If a not-for-profit is contracted by the County, the County must specify the specific provider(s) being contracted.” Therefore, the provider must be identified at the time of the County’s application.