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**Texas Department of Family and Protective Services**

**ADDENDA**

#### To

**Open Enrollment**

**HHS0011971**

**For**

**Qualified Residential Treatment Program**

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Notice is hereby given to prospective applicants to the above referenced open enrollment that changes have been made to requirements or information in the open enrollment, as noted in the addenda below.

**(Note**: In the column with the heading "Open Enrollment Reference", the references to "Package" refer to the link, as listed on the Electronic State Business Daily (ESBD) posting of this open enrollment.)

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| **Addendum #3**  **February 13, 2023** | | | |
| **Item** | **Open Enrollment Reference** | **Previous** | **Revised Language** |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 2.5.9 (M.) has been updated from:  Use a 1:4 supervision ratio during wake hours and a 1:5 supervision ratio during sleeping hours, with ability to provide a 1:1 supervision ratio as needed, including weekends, until such time that the treatment team has determined the child’s progress supports decreased ratios. | Subsection 2.5.9 (M.) was replaced with the following:Use a 1:4 supervision ratio during wake hours and a 1:6 supervision ratio during sleeping hours, with ability to provide a 1:1 supervision ratio as needed, including weekends, until such time that the treatment team has determined the child’s progress supports decreased ratios. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 2.5.10 (H.) has been updated from:  Outlined plan for ensuring adequate staffing to meet required staff to child ratios of 1:4 during awake hours and 1:5 during sleep hours in a QRTP. | Subsection 2.5.10 (H.) was replaced with the following: Outlined plan for ensuring adequate staffing to meet required staff to child ratios of 1:4 during awake hours and 1:6 during sleep hours in a QRTP. |
| **Addendum #2**  **September 2, 2022** | | | |
| **Item** | **Open Enrollment Reference** | **Previous** | **Revised Language** |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 1.1.4. has been updated from:  QRTPs work with the child’s family and supports during the child’s placement and provide post discharge support for minimum of six months. | Subsection 1.1.4. was replaced with the following:QRTPs collaborate with the child’s foster family members, biological family, other relatives, fictive kin or supportive persons who are invested in helping the child discharge to a less restrictive setting and maintain their treatment progress beyond residential care by providing aftercare support services for a minimum of six months post-discharge. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 1.1.5. has been updated from:  Children who are placed into QRTPs undergo a thorough clinical assessment by the DFPS contracted third party assessor and must be recommended for QRTP placement and the court of continuing jurisdiction must approve placement of a child into a QRTP within 60 days of initial placement at the QRTP setting and at all subsequent permanency or review hearings. | Subsection 1.1.5 was replaced with the following: Children who are placed into QRTPs undergo a thorough clinical assessment by the DFPS contracted third party assessor and must be recommended for QRTP placement within 30 days of initial placement and the court of continuing jurisdiction must approve placement of a child into a QRTP within 60 days of initial placement at the QRTP setting and at all subsequent permanency or review hearings. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 1.1.6. has been updated from:  DFPS will accept QRTP applications from Health and Human Services (HHS) Child Care Licensing (CCL) General Residential Operations (GRO) providing treatment services or Residential Treatment Centers (RTC) in DFPS Regions across Texas, including CBC Catchment Areas (for DFPS Regions’ and any exceptions, see Sections 1.6 and 1.7). | Section 1.1.6. was replaced with the following: DFPS will accept QRTP applications from Health and Human Services (HHS) Child Care Licensing (CCL) General Residential Operations (GRO) providing treatment services or Residential Treatment Centers (RTC) in DFPS Regions across Texas, including CBC Catchment Areas (for DFPS Regions’ and any exceptions, see Sections 1.6 and 1.7).  DFPS will also accept QRTP applications from Out-of-State Contractors to provide QRTP RCC Services as provided for in this Open Enrollment that are licensed as a GRO as provided above by their state’s licensing authority. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 1.1.7. has been updated from:  DFPS will accept QRTP applications from Out-of-State Contractors to provide QRTP RCC Services as provided for in the Open Enrollment that are licensed as a GRO by their state’s licensing authority. | Section 1.1.7. was replaced with the following: For the purpose of this Open Enrollment, unless otherwise noted as In-State or Out-of-State, the requirements will apply regardless of the location where the Applicant will provide services to DFPS children. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 1.4.4. B. has been updated from:  These children have a history of complex mental health and behavioral health needs that require QRTP Services to safely discharge to less restrictive settings with six months of post-discharge aftercare support to promote long term stability and success. | Section 1.4.4.B. was replaced with the following:These children have a history of complex mental health and behavioral health needs that require QRTP Services to safely discharge to less restrictive settings and receive six months of post-discharge aftercare support to promote long term stability and success. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Subsection 1.7 has been updated from: DFPS  To support efficiency and consistency in the initial phase of QRTP implementation, DFPS will accept new applications for QRTP Services from licensed GROs whose placement capacity will provide QRTP placement and services to child from both inside and outside of Community Based Care (CBC) Catchment areas.  Instead of the SSCC, DFPS will centrally manage all QRTP contracts, referrals, assessment, eligibility, protocols, tracking and evaluation processes.  Children who are under the purview of a SSCC and who are in need of QRTP services will be incorporated into the process during the initial phase in a similar manner as children served through traditional DFPS placement processes and will be referred to QRTPs for placement consideration based on CPS placement policy (CPS Handbook, Section 4000; <https://www.dfps.state.tx.us/handbooks/CPS/Menu/MenuCPS4000.asp>).  A list of the current catchment areas may be accessed at <https://www.dfps.state.tx.us/Child_Protection/Foster_Care/Community-Based_Care/default.asp>. | Subsection 1.7 was replaced with the following: Applicants under Community Based Care and Single Source Continuum Contractors.  To support efficiency and consistency in the initial phase of QRTP implementation, DFPS will accept new applications for QRTP Services from licensed GROs whose placement capacity will provide QRTP placement and services to children from both inside and outside of Community Based Care (CBC) Catchment areas.  Instead of the SSCC, DFPS will centrally manage all QRTP contracts, referrals, assessment, eligibility, protocols, tracking and evaluation processes.  Children who are under the purview of a SSCC and who are in need of QRTP services will be incorporated into the process during the initial phase in a similar manner as children served through traditional DFPS placement processes and will be referred to QRTPs for placement consideration based on CPS placement policy (CPS Handbook, Section 4000; <https://www.dfps.state.tx.us/handbooks/CPS/Menu/MenuCPS4000.asp>).  Any child from a legal county within a CBC catchment area will be referred to a QRTP in the same catchment area when the child qualifies under the QRTP’s admission criteria and has received an assessment recommending placement into a QRTP.  A list of the current catchment areas may be accessed at <https://www.dfps.state.tx.us/Child_Protection/Foster_Care/Community-Based_Care/default.asp>. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Subsection 2.5.1. has been updated from: Must accept any child in DFPS conservatorship who meets the Contractor’s QRTP admission criteria, including their designated preferred child characteristics and treatment needs. If the GRO has not met its designated QRTP capacity and can safely meet the child’s treatment needs as provided for in the contract, the QRTP provider must accept admission of a referred child. | Subsection 2.5.1. was replaced with the following: Must accept any child in DFPS conservatorship who meets the Contractor’s QRTP admission criteria, including their designated preferred child characteristics and treatment needs. If the Contractor has not met its designated QRTP capacity and can safely meet the child’s treatment needs as provided for in the contract, the Contractor must accept admission of a referred child. If Contractor assesses it is not in the best interest of the referred child to be admitted to their QRTP, the Contractor must first take the following actions before declining admission of the child:  A. Discuss the child’s needs with the Contractor’s treatment team to include the Treatment Director, Clinical Director, licensed nursing and/or medical staff and therapist;  B. Complete a written statement to DFPS signed by the Contractor’s Treatment Director or Clinical Director outlining detailed reason(s) for declining admission of the child; and  C. Submit the signed statement to DFPS by emailing the statement to DFPSQRTP@dfps.texas.gov within two business days of the referral. |
|  | Open  Enrollment for Qualified Residential Treatment Program (QRTP) at  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | Section 2.5.2. has been updated from: Any Contractor that has entered into a contract with DFPS may not reject or discharge any child from its QRTP without the consent of the DFPS Director of Placement, Associate Director of Placement or their designee. If discharge approval is granted, the Contractor will follow standard discharge timeframes listed on the Residential Child Care Discharge (Form K902-2109). If discharge approval is denied, the provider must continue to provide QRTP placement and treatment services to the child. | Section 2.5.2 was replaced with the following: 2.5.2. May not conduct an unplanned discharge of any child from its QRTP without agreement from the DFPS Director of Placement, Associate Director of Placement, or designee.  If the child is with an SSCC, DFPS will collaborate with the SSCC leadership designee on discharging any child from a legal county within a CBC catchment area.  Prior to any unplanned discharge, the Contractor must:  A. Complete the following:  1. Submit a written statement of the intent to discharge to DFPS signed by the Contractor’s Treatment Director or Clinical Director and outline detailed reason(s) for the unplanned discharge request.  2. Conduct a multidisciplinary meeting that includes members of the child’s treatment and permanency teams, DFPS, and the child, and address the following:  a. Efforts made to prevent discharge and stabilize the child’s placement;  b. Services and therapeutic interventions provided to the child to prevent discharge and stabilize placement;  c. Recommendations for most appropriate placement; and  d. Additional treatment services the child will require.  3. Complete a written statement following the multidisciplinary meeting which shall be signed by members of the child’s treatment and permanency teams and the child providing the information in Subsection B above.  4. Submit the signed statement to DFPS by emailing DFPSQRTP@dfps.texas.gov within two business days of the multidisciplinary meeting.  5. In addition to the other requirements in this Section, if the child is placed with a SSCC, and:  a. DFPS and SSCC designee agree to discharge the child, the Contractor will follow standard discharge timeframes and requirements outlined in 24 hour RCC contract and submit the Residential Child Care Discharge form (Form K902-2109).  b. If DFPS and SSCC designee do not agree to discharge the child, the Contractor must continue to provide QRTP placement and treatment services to the child.  6. The Contractor may submit a request in writing to appeal the decision to the Associate Commissioner for CPS, or designee, by emailing DFPSQRTP@dfps.texas.gov within five business days of the decision. |
|  |  | **Addendum #1**  **May 20, 2022** |  |
| **Item** | **Open Enrollment Reference** | **Previous** | **Revised Language** |
|  | Provider Open  Enrollment for Qualified Residential Treatment Program (QRTP)  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | N/A | Added Section 2.5.13 Effective March 1, 2022 through September 30, 2022, DFPS will disburse to Contractors two $250 Temporary Assistance for Needy Families (TANF) School Allowance payments to cover the cost of clothing and supplies for each child in foster care who is age three-years old and older, as identified by DFPS.   1. As directed by DFPS, Contractor agrees that by accepting these funds, they will ensure that these funds are passed down in a one-time Spring payment and a one-time Fall payment, and they will comply with the requirements in this Open Enrollment and any other requirements and/or instructions from DFPS. 2. Contractor must ensure that the funds be spent to support the individual child identified by DFPS. DFPS will identify eligible children through placement information contained in the state’s IMPACT database and provide this information to the Contractor. 3. The first payment to Contractor will be made by May 31, 2022 for Spring 2022. 4. The second payment to Contactor will be made by August 31, 2022 for Fall 2022. 5. Contractor must provide clear instruction to caregivers on the proper use of the funds and make clear that records related to distribution of funds may be required for review if the program is audited in the future. The Contactor’s tracking reports should show, at a minimum: 6. The date funding was provided to caregiver; 7. The method for how the funding was provided to caregiver; 8. Who received the funding; 9. The individual child the funding was intended to support; and 10. The date, amount and the type of items were purchased to support that individual child. 11. If the placement of a child changes, and the funds have not been fully expended by the Contractor and caregiver for that individual child, the remaining funds must follow the child to their next placement. |
|  | Provider Open  Enrollment for Qualified Residential Treatment Program (QRTP)  <https://www.txsmartbuy.com/esbddetails/view/HHS0011971> | N/A | Added Section 3.2.11   * + 1. **TANF School Allowance Payments**   Effective from March 1, 2022 to September 30, 2022, and as provided for in Section 2.2.3, DFPS will disburse funds to the Contractor in two payments. DFPS will make no further disbursements or payments to Contractors after September 30, 2022. |