 **Texas Department of Family and Protective Services**

**ADDENDA**

#### To

**Open Enrollment**

**HHS0016017**

**For**

**Out-of-State Adoption Services**

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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 HHSC Open Enrollment Opportunities webpage posting of this open enrollment.)

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| **Addendum #1****July 23, 2025** |
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| **Item** | **Open Enrollment****Reference**  | **Previous**  | **Revised Language**  |

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| 1 | Open Enrollment | **1.3 Open Enrollment HHS and ESBD Enrollment Posting, Amendments and Announcements.** HHSC Procurement and Contracting Services (PCS) will post all official communication on behalf of DFPS for this Open Enrollment on the HHS Enrollment and Electronic State Business Daily (ESBD) site at:[HHS Enrollment](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CHHS%20Enrollment) (<https://apps.hhs.texas.gov/pcs/openenrollment.cfm>)[ESBD](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CESBD) (<http://www.txsmartbuy.com/sp>) * + 1. DFPS reserves the right to revise this Open Enrollment at any time, including the closing date of this Open Enrollment. Applicants must comply with any changes, amendments, or clarifications posted to the HHS Enrollment and ESBD site by HHSC PCS.
		2. It is the responsibility of the potential Applicant to check the HHS Enrollment and ESBD site periodically for any updates to this Open Enrollment and to comply with these requirements. The Applicant’s failure to periodically check the HHS Enrollment and ESBD site will in no way release them from any responsibility or additional costs to meet the requirements of complying with the Open Enrollment and resulting Contract.
 | **1.3 Open Enrollment HHS Enrollment Posting, Amendments and Announcements.** HHSC Procurement and Contracting Services (PCS) will post all official communication on behalf of DFPS for this Open Enrollment on the HHS Enrollment site at:[HHS Enrollment](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CHHS%20Enrollment) (<https://apps.hhs.texas.gov/pcs/openenrollment.cfm>)* + 1. DFPS reserves the right to revise this Open Enrollment at any time, including the closing date of this Open Enrollment. Applicants must comply with any changes, amendments, or clarifications posted to the HHS Enrollment site by HHSC PCS.
		2. It is the responsibility of the potential Applicant to check the HHS Enrollment site periodically for any updates to this Open Enrollment and to comply with these requirements. The Applicant’s failure to periodically check the HHS Enrollment site will in no way release them from any responsibility or additional costs to meet the requirements of complying with the Open Enrollment and resulting Contract.
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| 2 | Open Enrollment | * + 1. All adjustments to this Open Enrollment will be posted on the HHS Enrollment and ESBD site (See Section 1.3).
 | 1.4.2 All adjustments to this Open Enrollment will be posted on the HHS Enrollment site (See Section 1.3). |
| 3 | Open Enrollment | **1.7 Open Enrollment Application Contract Documents.** Applicant, if awarded a Contract for this Open Enrollment, will be referred to as a “Contractor,” and agrees to comply with this Open Enrollment, the Out-of-State Adoption Services Contract executed between the Parties, DFPS Vendor Uniform Terms and Conditions, and DFPS Vendor Supplemental and Special Conditions for Regional Contracts, which are located on the DFPS public website, Doing Business With DFPS, Contracting Forms:<https://www.dfps.state.tx.us/Doing_Business/forms.asp> | * 1. **Open Enrollment Application Contract Documents.** Applicant, if awarded a Contract for this Open Enrollment, will be referred to as a “Contractor,” and agrees to comply with this Open Enrollment, the Out-of-State Adoption Services Contract executed between the Parties, DFPS Vendor Uniform Terms and Conditions, and DFPS Vendor Supplemental and Special Conditions for Regional Contracts, which are located on the DFPS public website, Doing Business With DFPS, Contracting Forms:

<https://www.dfps.texas.gov/Doing_Business/forms.asp> |
| 4 | Open Enrollment  | 1. The Contractor will provide information and explain the benefits and resources available to the prospective adoptive parents through:
2. The Texas Adoption Assistance Program, if the child(ren) meets

the criteria for eligibility, available at <http://www.dfps.state.tx.us/Child_Protection/Adoption/adoption_assistance.asp>;1. The Texas [Post Adoption Services](https://www.dfps.state.tx.us/Adoption_and_Foster_Care/About_Adoption/assist.asp#postadopt) that provide an array of adoptive family support services available at <https://www.dfps.state.tx.us/Child_Protection/Adoption/adoption_support.asp#postadopt>;

  | 1. The Contractor will provide information and explain the benefits and resources available to the prospective adoptive parents through:
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| 5 |  | * + 1. The Contractor must complete the placement according to policy outlined in the CPS Handbook at https://www.dfps.texas.gov/handbooks/CPS/Files/CPS\_pg\_6900.asp#C
 | * + 1. The Contractor must complete the placement according to policy outlined in the [6900 Adoption Preparation and Support Services](https://www.dfps.texas.gov/handbooks/CPS/Files/CPS_pg_6900.asp#CPS_6900)
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| 6 |  | 2.12.4D. Resources for developing training on these topics can be found in:1. [Special Needs Adoption Training Curricula Resources for](http://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp) [Contractors](http://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp) which is posted on the DFPS Regional CPS Contracting Forms website:

 [**https://www.dfps.state.tx.us/Doing\_Business/Purchased\_Client\_Services/Regional\_CPS\_Contracts/forms.asp#Adoption\_Services**](https://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp#Adoption_Services) | 2.12.4D. Resources for developing training on these topics can be found in:1. [Special Needs Adoption Training Curricula Resources for](http://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp) [Contractors](http://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp) which is posted on the DFPS Regional CPS Contracting Forms website:

 [**https://www.dfps.state.tx.us/Doing\_Business/Purchased\_Client\_Services/Regional\_CPS\_Contracts/forms.asp#Adoption\_Services**](https://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp#Adoption_Services) |
| 7 |  | * + 1. Trauma-Informed Training

CPA staff providing direct services must complete the Trauma-Informed Care training which is a free resource for child welfare system caregivers, professionals, advocates, stakeholders and members of the public who are interested in learning about the impact of trauma. <https://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp>1. This training must be completed within three months after beginning direct services to CPS clients.
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| 8 |  | * + 1. Items located at: http://www.dfps.state.tx.us/Doing\_Business/Purchased\_Client\_Services/Regional\_CPS\_Contracts/forms.asp
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| 9 | Open Enrollment | 1. **ATTACHMENTS TO THIS OPEN ENROLLMENT**

The following Attachments to this Out-of-State Adoption Services Open Enrollment are located on the HHS Enrollment or ESBD Site (See Section 1.3). | 1. **ATTACHMENTS TO THIS OPEN ENROLLMENT**

The following Attachments to this Out-of-State Adoption Services Open Enrollment are located on the HHS Enrollment Site (See Section 1.3). |
| 10 | Open Enrollment | 1. **Definitions**

Electronic State BusinessDaily ([ESBD](http://esbd.cpa.state.tx.us/)) - The electronic marketplace described in Texas Government Code, Section 2155.083, where state agency procurement opportunities over $25,000 are posted. | 1. Definitions

Removed  |
| 11 | Application | File Folder 2: Required FormsThe following forms are located on the DFPS public website, Doing Business with DFPS, Contracting Forms: https://www.dfps.state.tx.us/Doing\_Business/forms.asp | File Folder 2: Required FormsThe following forms are located on the DFPS public website, Doing Business with DFPS, Contracting Forms: <https://www.dfps.texas.gov/Doing_Business/forms.asp> |
| 12 | Application | The following form is located on the DFPS public website, Doing Business with DFPS, Contracting Forms, Regional CPS Contracting Forms, General Documents: <https://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp> | The following form is located on the DFPS public website, Doing Business with DFPS, Contracting Forms, Regional CPS Contracting Forms, General Documents: <https://www.dfps.texas.gov/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp> |

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