

FY20 Family Time and Contact (Visitation Services)

Buncombe County

Instructions

Scope of Services

Provide Family Time and Contact (Visitation) services as defined by state policy to foster children and their families identified by Buncombe County Health and Human Services referrals. Assess the client's eligibility for services and deliver as allowable based on court ordered and Child and Family Team parameters, plan for and execute required hours of visitation for all involved persons in least restrictive, most family like setting possible while also prioritizing worker and family safety.

A visitation service will coordinate the logistics of 13,000 hours of Family Time per month to include potential transportation of children. Individual visitation coaches plan, coordinate and provide transportation for each supervised family time session.

Visitation coaches ensure the Family Time and Contact plan is followed during visitation and document all observations accurately using the Visitation Observation form.

During family time sessions, Visitation Coaches model positive parenting skills such as setting boundaries, redirection, de-escalating conflict and sibling rivalry and assuring that any unsafe behaviors by the parent or child are immediately addressed. They help the parent prepare for visit transitions (at the beginning and end) and help parents and the child(ren) with separation and loss issues.

They recognize and reinforce safety/risk issues that impact the child and help provide structure around the visit and give parent increased responsibility to identify and demonstrate desired behaviors for safety as visitations progress.

Visitation Coaches trained in evidence based practice such as Triple P (<https://www.triplep.net/glo-en/home/>) or Circle of Security (<https://www.circleofsecurityinternational.com/>) are preferred. Visitation Coaches help parents build on skills they are learning in the visit as well as other services in order to achieve behavioral change over time.

The organization will pay a competitive rate to those staff delivering services and will coordinate with HHS staff providing case management for the clients receiving services. The organization will ensure continuous supervision of all Visitation Coaches. Documentation of

activities will be required per state policy within 7 days of delivery of service.

Specific state policies regarding the provision of Family Time and Contact (Visitation) may be found in the link below in the permanency planning manual table of contents.

<https://nccwta.org/index.php?/Knowledgebase/Article/View/2/0/nc-child-welfare-manual>

Fiscal Provisions

Payment to the Contractor will be under the terms of an established contract through 6/30/2020. Applicants will need to complete a budget form, including proposed expenses for salary, administration, transportation and client assistance.

Application Information

Complete applications must be submitted online no later than midnight, Thursday, March 29, 2019 in order to be considered. The online application can be accessed at this link:

<https://www.buncombecounty.org/apply>.

Proposals will be evaluated by a review panel assigned by the Director of Buncombe County Health and Human Services, who will make final award decision. The County will choose the applicant that best fits its needs and the needs of the target population.

Collaborative applications are welcome. One organization must be the lead entity with whom the County will contract for services if applicant is selected. Funds would be dispersed to collaborating organization(s) by the lead entity via sub-contract. The County would require a signed written agreement for the sub-contract. The lead entity would be responsible for ensuring all County contract requirements are met.

Questions may be directed to Sherrie Thomas at sherrie.thomas@buncombecounty.org or (828) 250-5843.

Questions

Project Name*

Name of Project.

Character Limit: 100

Organizational Capacity*

What is the capacity of the organization to provide Family Time and Contact (Visitation) services? Please include past and current relevant experience, challenges encountered and how you intend to address those challenges, and clear evidence that the applicant has the

organizational capacity to successfully carry out the programmatic scope of a contract resulting from this RFP.

Character Limit: 1000

Staffing*

What is the proposed staffing plan? Include the level of training and professional credentials of the staff working directly with the proposed client population as well as linguistic and cultural competency of the staff. Indicate how these positions fit into the applicant's organizational chart.

Character Limit: 1000

Client Services*

What is your proposed service delivery plan for Family Time and Contact (Visitation) services?

Character Limit: 1000

Documentation and Data Collection*

Describe the data collection and quality assurance measures that you use and how you will assure ongoing and effective tracking of contract requirements and outcomes. Include a description of databases and other technology utilized.

Character Limit: 1000

Community Collaboration*

Describe your current collaborative activities among private and public entities, including coordination, referral, and/or other linkages maintained, and briefly describe how these relationships will be continued and how new relationships will be established.

Character Limit: 1000

Assessing Effectiveness*

Providing these services regularly may be challenging. How will the applicant know that they are providing effective services to the population?

Character Limit: 1000

Proposed Budget*

Describe your organization's financial capacity to perform the services as described in the application. Please attach a detailed 1-year budget indicating specific expenditures that link with the described scope of work and fiscal provisions.

Character Limit: 1000 | File Size Limit: 3 MB