

AMENDMENT #1

**Human Services Department
Medical Assistance Division**

REQUEST FOR PROPOSALS (RFP)

Brain Injury Services



**RFP#
23-630-8000-0006**

RFP Release Date: May 1, 2023

Proposal Due Date: May 29, 2023

Request for Proposal Number **23-630-8000-0006** amended as described herein:

CHANGES ON PAGE 12, #63

From:

“**Short-Term**” means ninety (90) days for BISF SC or BISF HCBS accessed through the BISF Program for up to one year; interim.

To:

“**Short-Term**” means **six- month (180 days)** for BISF SC or BISF HCBS accessed through the BISF Program for up to one year; interim.

CHANGES ON PAGE 41, SUBSECTION D

From:

Services and/or delivery of products are limited to 90 days, unless justified in the participant’s independent living plan (ILP).

To:

Services and/or delivery of products are limited to **180 days**, unless justified in the participant’s independent living plan (ILP).

CHANGES TO PAGE 43, NUMBER 38

From:

Describe how the Offeror will assess participant services at a quarterly minimum using tools and/or processes designated by HSD, ensuring service continuity for those deemed eligible to continue for an additional 90-day interim.

To:

Describe how the Offeror will assess participant services at a quarterly minimum using tools and/or processes designated by HSD, ensuring service continuity for those deemed eligible to continue for an additional **180-day interim**.

CHANGES TO PAGE 44, #51:

From:

Describe how the Offeror will reassess participant's needs every 90 days utilizing 90-day Narrative Reviews, and how they will be maintained in the participant's files.

To:

Describe how the Offeror will reassess participant's needs every 180 days, and how they will be maintained in the participant's files.

ADDITIONS ON PAGE 47

Financial Stability

Adding to subsection b: " If independently audited financial statements do not exist, Offeror must state the reason and, instead, submit sufficient information (e.g. D & B report) to enable the Evaluation Committee to assess the financial stability of the Offeror.

CHANGES TO APPENDIX D- STATEMENT OF ASSURANCES, PAGE 59, A3

From:

Copy of agency annual corporate report, as filed with the New Mexico Public Regulation Commission for all agencies who have complete one (1) year of fiscal operation.

To:

Copy of agency annual corporate report, as filed with the State of New Mexico for all agencies who have complete one (1) year of fiscal operation.

CHANGES TO APPENDIX F, PAGE 69, #3E

From:

Ensure that no individual/participant receives both Medicaid long-term or Waiver services and short-term BISF services through the Brain Injury Services Fund without a special exception from the HSD BISF Program Manager to continue for a 90-day interim period.

To:

Ensure that no individual/participant receives both Medicaid long-term or Waiver services and short-term BISF services through the Brain Injury Services Fund without a special exception from the HSD BISF Program Manager to continue for a 180-day interim period.

CHANGES TO APPENDIX G, PAGE 78 #6

From:

Ensure that no participant receives both long-term Medicaid or Waiver services and short-term BISF HCBS through the Brain Injury Services Fund without a special exception from the BISF Program Manager. Exceptions filed by the Service Coordination agency, if approved in writing, will only be granted on a single 90-day interim basis.

To:

Ensure that no participant receives both long-term Medicaid or Waiver services and short-term BISF HCBS through the Brain Injury Services Fund without a special exception from the BISF Program Manager. Exceptions filed by the Service Coordination agency, if approved in writing, will only be granted on a single 180-day interim basis.

CHANGES ON APPENDIX I ORGANIZATIONAL QUESTIONNAIRE PAGE 86-87

From:

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The business reference, if it chooses to respond, is required to submit its response to the Organizational Reference Questionnaire directly to: Victoria Herrera at victoria.herrera@hsd.nm.gov by 4:00 PM MST/MDT on April 21, 2023 for inclusion in the evaluation process.

To:

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The business reference, if it chooses to respond, is required to submit its response to the Organizational Reference Questionnaire directly to: Victoria Herrera at victoria.herrera@hsd.nm.gov by 4:00 PM MST/MDT on May 29, 2023 for inclusion in the evaluation process.

From:

Page 87

Forms must be submitted no later than **4:00 PM MST/MDT on April 21, 2023** and **must not** be returned to the organization requesting the reference. References are **strongly encouraged** to provide comments in response to organizational ratings. The comments you provide will help the State evaluate the above-referenced Offeror's service history, successful execution of services and evidence of customer/client satisfaction.

To:

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Forms must be submitted no later than **4:00 PM MST/MDT on May 29, 2023** and **must not** be returned to the organization requesting the reference. References are **strongly encouraged** to provide comments in response to organizational ratings. The comments you provide will help the State evaluate the above-referenced Offeror's service history, successful execution of services and evidence of customer/client satisfaction.