



Request for Letters of Intent Discharge Planning for Partnership HealthPlan Members

Section 1: Overview

Purpose:

This notice provides requirements for Partnership HealthPlan of California's (PHC) Innovation Grants for approaches to Discharge Planning. The grants are based on the premise that local innovation with community input and engagement can help address the broad array of issues that complicate the appropriate discharge or placement of patients.

Authority:

The PHC Board of Commissioner's approved \$500,000 for plans in any PHC region that would seek to encourage innovative strategies that better allow for the treatment of patients in the appropriate level of care. The appropriate level of care is typically a lower level facility (i.e., hospital to skilled nursing facility (SNF); SNF to home) or a discharge to home or to a community placement.

Background:

Partnership HealthPlan of California (PHC) administers managed Medi-Cal and some other services for the eligible residents of 14 Northern California counties. The Plan is a health insurance organization, and is legally a subdivision of the State of California, but is not part of any city, county or state government system. PHC began serving Medi-Cal eligible persons in Solano County in May 1994. That was followed by Napa in March of 1998, Yolo in March of 2001, Sonoma in October 2009, Marin and Mendocino in July 2011, and eight Northern Counties (Del Norte, Humboldt, Lake, Lassen, Modoc, Shasta, Siskiyou, and Trinity) in September 2013.

During calendar 2014, Partnership HealthPlan members were inappropriately in acute care hospitals for over 250 days throughout the Plan's region. These numbers represent the minimum estimate of the scope of the problem that this Innovation Grant seeks to address.

Goals:

The proposed grants must be aimed towards the facilitation of appropriate placements for Medi-Cal patients who would otherwise be kept in an acute care facility, SNF, or higher level of care than is needed. The Plan is seeking innovative approaches that would assist facilities and the community in reducing unnecessary institutional stays – either initial or subsequent stays -- and in ensuring that residential care is effective.

Tentative Timeline:

Deliverable	Date
Release of Request for Letters of Interest (LOI)	Wednesday, September 23, 2015
Last day for submission of questions regarding LOI	Friday, October 2, 2015
LOI due date	Wednesday, October 14, 2015
Notification of applicants to write full proposal	Week of October 19, 2015

Full proposals due to PHC	Friday, November 20, 2015
Announcement of grantees	By Friday, December 4, 2015
Grant period	January 1, 2016 through December 31, 2016

Section 2: Selection of Grantees

Requirements:

- Proposed project addresses the need of PHC members that are not also eligible for Medicare (i.e., Medi-Cal only).
- Proposed project addresses the need to ensure the appropriate level of care for patients that have conditions that make them likely to be difficult to place: e.g., homelessness; substance abuse or mental health issues; elderly/ disabled with inadequate social support; etc.
- Proposed project establishes milestones and metrics associated with each investment or activity
- Proposed project positively impacts PHC members
- Proposed project does not establish a new Medi-Cal benefit
- Proposed project requires a one-time investment on the part of PHC
- Proposed project demonstrates its ongoing sustainability
- Proposal outlines a positive return on the PHC investment of one-time funds

Also preferred but not required:

- Prospective grantees include collaboration among community agencies
- Prospective grantees have experience in serving the safety net population and in working with Partnership HealthPlan

Section 3: Criteria for Letters of Interest

By Wednesday, October 14, interested entities should provide the following information to PHC, via email:

- Name(s) of proposed entities to participate in the project
- Contact information for individuals leading the effort
- Description of the proposed project consisting of:
 - The services to be provided
 - The target group of individuals to be served
 - The counties or regions where individuals will be served
 - How services will be provided
- A tentative timeline for the project that provides estimates of the tasks needed to plan and implement and the time that it will take to achieve them
- An estimated cost

Award Amount:

Grants may be requested for an amount totaling no more than \$250,000. It is at the discretion of PHC to select the award amount given.

Examples of Projects that Might be Funded:

- Hiring of social worker or other support staff that could help link patients who might otherwise not be discharged to necessary services and supports.
- Home care or other services to assist patients who might not otherwise be discharged to stay in their homes.
- Support to homeless shelters or other transitional housing agencies so that they can support patients who might not otherwise be discharged.
- Support for long term care or skilled nursing facilities so that they can accept patients with complex needs or with behavioral or social issues who might otherwise not be discharged to their facilities.

Contact Information:

Questions can be submitted, via email only, to: InnovationGrants@partnershiphp.org.

All questions and answers will be posted on the Partnership HealthPlan website. No questions submitted after close of business on Friday, October 2 will be answered regarding the submission of a letter of interest.

Submission of Letters of Interest:

Letters of interest must be submitted no later than 5:00 p.m. on Wednesday, October 14, by email only, to:

InnovationGrants@partnershiphp.org

Attachments:

- A. Partnership HealthPlan's Membership and Network Data
- B. The Plan's 3-year Strategic Plan (URL)
- C. Overall description of Plan (URL)
- D. Scope of benefits provided by PHC (URL)
- E. Contents of full Proposal

ATTACHMENT A

Partnership HealthPlan's Membership and Network Data
(see separate document distributed with RFI)

ATTACHMENT B

Partnership HealthPlan's 2-Year Strategic Plan:

<http://www.partnershiphp.org/About/Documents/PHCStrategicPlan.pdf>

ATTACHMENT C

Overview of Partnership HealthPlan of California: See, general, www.partnershiphp.org

ATTACHMENT D

Scope of Medi-Cal benefits provided by Partnership HealthPlan of California:

<http://www.partnershiphp.org/Members/Medi-Cal/Pages/Benefits.aspx>

ATTACHMENT E: CONTENTS OF FULL PRPOSAL (ONLY IF REQUESTED BY PHC AFTER PHC SELECTS THE PROVIDER BASED UPON SUBMITTED LETTER OF INTEREST)

Project Narrative:

The applicant(s) must submit a detailed Project Narrative (no more than 5 pages, single-spaced) that describes:

- (1) The array of services or system that exists today to which this proposal will provide supplementary services; better coordinate among the services; or provide some other benefit
- (2) The proposed use of the Innovation Grant funds
- (3) A detailed timeline for implementation
- (4) Major milestones for successfully executing the program.

The Project Narrative must show how the applicant plans to scale implementation activities to ramp up to an operational start within three months of receiving funding. The applicant must also establish accountability targets for the project to meet the PHC's goals for these grants, including specific quarterly milestones and metrics associated with each investment or activity that would be financed in whole or in part by this award; and projected quarterly targets for the number of beneficiaries that will be engaged by this grant. The Project Narrative must also address any assumptions made and risks to the operational timeline, probability and impact of identified risks actually occurring, and projected strategies for mitigating identified risks.

Budget Narrative:

As part of its application, the applicant must submit a Budget Narrative (no more than two pages, single-spaced) on how it will use the funds.

Letters of Support:

The Applicant must provide three letters of support from the community, with sources including organizations representing care coordination activities, such as community-based organizations, and/or individual health care providers.

Section 3: Award Information:

Total Funding:

PHC will award Innovation Grants to organizations through the Grant Announcement. Innovation awards will provide financial and technical support to implement fully developed proposals for successful implementation. Award amounts will vary across the regions based on the size of the impacted population and the scope of the proposal.

Award Amount:

Grants may be requested for an amount totaling no more than what is allotted for that region. It is at the discretion of PHC to select the award amount given. The maximum allowable for one grant is \$250,000.

Termination of Award:

Continued funding is dependent on satisfactory performance against goals and performance expectations delineated in the cooperative agreement's terms and conditions and, if applicable,

approved operational plans. PHC reserves the right to terminate the cooperative agreement if it is determined to be in the best interests of PHC.

Section 4: Applicant and Submission information:

Application Review:

Application submissions will be reviewed in their totality. PHC will select projects according to the selection criteria presented here. The final decision is at the sole discretion of PHC leadership.

Application Submission:

Each Application must include all contents required in this document and conform to the following specifications. Failure to follow these specifications will result in disqualification.

- Use 8.5" x 11" letter-size pages (one side only) with 1" margins (top, bottom, and sides).
- Font size must be no smaller than 12-point.
- All pages of the Project and Budget Narrative must be numbered in the lower right hand corner with the name of the submitting entity in the left lower corner.

Applications must not be more than 20 pages in length, which includes Project Narrative, Budget Narrative, and supplemental documents. The application should be prepared as a single PDF document.

All Applications are due by Friday, November 2. Applications received after 5pm on Friday, November 2 will not be considered.

Applications shall be e-mailed to Margaret Kisliuk at mkisliuk@partnershippl.org by 5 p.m. on November 2.