

State of Arkansas  
DEPARTMENT OF HUMAN SERVICES  
700 South Main Street  
P.O. Box 1437 / Slot W345  
Little Rock, AR 72203

**ADDENDUM 1**

**TO:** All Addressed Vendors  
**FROM:** Office of Procurement  
**DATE:** March 7, 2023  
**SUBJECT:** 710-23-0006 Residential Treatment and Facilities Management

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The following change(s) to the above referenced RFP have been made as designated below:

- ☒ Change of specification(s)  
☒ Additional specification(s)  
☐ Change of bid opening date and time  
☐ Cancellation of bid  
☐ Other

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**CHANGE OF SPECIFICATION(S)**

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- Section 2.7.B.1 remove and replace with the following:  
Contractor and DYS shall apply for, secure accreditation, and maintain accreditation with ACA Performance based Standards for Juvenile Correctional Facilities for all secure facilities under the auspices of DYS. Contractor shall apply for ACA membership within ninety (90) calendar days upon execution of the contract., The Contractor shall maintain ACA accreditation for the entirety of the contract period.
- Section 3.7.E and F remove and replace with the following:  
E. Contractor shall ensure all drivers maintain a valid Driver's License.  
  
F. Contractor shall maintain, on file, a copy of a current, valid Driver's License for each driver.
- Section 5.2.B remove and replace with the following:  
Contractor shall provide and coordinate space on-site and within for the provision of virtual/online coursework with no more than ten (10) students per classroom unless otherwise approved by DYS.
- Section 6.1.C remove and replace with the following:  
Contractor shall conduct intake examination, screenings, and assessments within fourteen (14) calendar days which may include, but are not limited to the following:
- Section 6.16.C.18 remove the following language:  
Identification of medical needs related to a youth's identification as transgender or intersex.
- Section 6.17.B remove and replace with the following:  
The Contractor shall make available to all youth sick call slips where a juvenile can request to be seen by a medical professional which he / she will have to state a reason for the request. Sick call boxes shall be placed on each living unit, in each dining hall, and all educational areas for juveniles to drop off a sick call slip. Only approved medical staff shall have access to these secure boxes and frequency of times to check secure boxes must adhere to minimum ACA standards of once per day, seven (7) days a week. All juveniles shall have access to sick slips and shall not be discouraged from completing a sick call slip nor shall any staff pre-screen or ask the juvenile for a reason for completing a sick call slip.

Section 6.23. A remove and replace with the following:

Contractor shall ensure that all medical information pertaining to the youth and their treatment is input into the DYS EMR system within forty-eight (48) hours of service and or treatment delivery.

- Section 7.4.C.1 remove and replace with the following:  
The contractor shall develop and implement written policies, procedures, and actual practices to ensure that all categories of personnel meet training requirements for all facilities.  
1. Training for direct care staff includes must include a minimum of eighty (80) hours of training prior to assuming any job duties and an additional forty (40) hours of training within the initial term of the contract. Direct care staff must receive forty (40) hours of training each year thereafter.  
2. Training for all other support staff not in a direct care position includes at least forty (40) hours of training prior to assuming any job duties and an additional forty (40) hours of training within the initial term of the contract. Non-direct care staff must receive forty (40) hours of training each year thereafter.
- Section 8.5.C remove and replace with the following:  
Contractor shall provide and coordinate space on-site and within for the provision of virtual/online coursework with no more than ten (10) students per classroom, unless otherwise pre-approved by DYS. Such classroom(s) must maintain staff to student ratios and adequate equipment for each student.
- Solicitation and Response Packet remove all references to CARF:  
DYS is not requiring compliance with the Commission on Accreditation of Rehabilitation Facilities (CARF). All references are removed.
- Item 1 of Attachment FF remove and add the following  
Has the Prospective Contractor received formal remedial contract actions pertaining to contracted services from a party to which the Prospective Contractor's services were provided within the last three (3) years? A formal remedial contract action is considered as any formal communication to Prospective Contractor from the state/entity receiving services that identifies failure(s) to satisfy performance obligations in the contract in a manner that represents significant non-performance or a material deviation from contractual obligations. A formal remedial contract action is considered a corrective action plan, vendor performance report, or these equivalents in other states or in other entities.

#### ADDITIONAL SPECIFICATION(S)

- Section 6.17.C add the following:  
Contractor may utilize on-call nursing or telehealth/teletherapy with prior DHS approval.
- Section 6.18.D add the following:  
A pharmacy consultant will be provided by DYS. Contractor must adhere to all pharmacy consultant recommendations and determinations including, but not limited to medication inventory.
- Section 6.19.B add the following:  
Contractor shall meet with DYS for approval of local vendors and for creation and approval of billing processes.

The specifications by virtue of this addendum become a permanent addition to the above referenced RFP. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact: Buyer's name, Buyer's email address and phone number.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company