

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:** October 27, 2023  
**SUBJECT:** 710-24-0001 Independent Assessment Services

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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

**Change of Bid Opening Date and Time**

- Proposal Submission Time changed to 12:00 p.m., Central Time on November 9, 2023. Proposal Opening Time changed to 1:00 p.m., Central Time on November 9, 2023.

**Other**

- Attachment K – remove and replace with updated 710-24-0001 Attachment K Technical Proposal Packet
- Attachment E –remove and replace with updated 710-24-0001 Attachment E Cost Proposal Template
- Section 2.5.1.A  
The Vendor shall utilize the MnCHOICES customized for Arkansas, Assessment Instruments (Attachment L ARIA Fillable Assessment) that meets the respective needs of the populations identified in the RFP.

**Additional Specification(s)**

- Section 2.5.C.1 and 2.5.1.K.8 Task and hours of personal care – add the following language:

In addition to providing assessments and reassessments for Personal Care, the Vendor shall use the Task and Hour Standards to calculate the number of personal care hours that can be authorized for beneficiaries that are age 21 and over.

The Arkansas Medicaid Task and Hour Standards (THS) is the written methodology used by the DHS RNs and DHS contractor RNs to calculate the number of personal care hours that are reasonable and medically necessary to perform needed ADL and IADL tasks.

The current DHS approved THS is located on the web at  
<https://medicaid.mmis.arkansas.gov/Download/provider/provdocs/Manuals/ARCHOICES/THS.doc>

The THS includes the following four components, described in a grid format:

- The beneficiary's Needs Intensity Score (0, 1, 2, or 3) for each task;
- The number of minutes within the minute range for the Needs Intensity Score that are reasonable to perform the particular task at the respective Needs Intensity Score;
- The frequency with which a task is necessary and reasonably performed; and
- The amount of assistance with ADLs and IADLs provided by other sources, such as (A) informal caregivers (e.g., relatives, neighbors, and friends), (B) community-based agencies such as Meals on Wheels, and (C) Medicare or a Medicare Advantage health plan.

The THS provides a standardized process for calculating the amount of reasonable, medically necessary personal care services hours, with the minute ranges and frequencies, providing the ability to adjust service plans based on unique factors related to a given beneficiary's needs, preferences, and risks.

The Vendor shall transmit the personal care hours to the State or its designee.

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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: Arnetia Dean, [DHS.OP.Solicitations@dhs.arkansas.gov](mailto:DHS.OP.Solicitations@dhs.arkansas.gov) or call 501-683-5969.

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Vendor Signature

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Date

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Company