

REQUEST FOR PROPOSALS

FOR

Correctional Mental Health Therapist

Accepted by

Union County Sheriff's Office

Lt. Nick Huelter
1109 K Ave
La Grande, OR, 97850
nickh@union-county.org

March 16th, 2023

INTRODUCTION

The Union County Sheriffs Office is seeking the procurement of a mental health therapist for the assignment of providing services to the inmates incarcerated at the Union County Jail. The Union County Sheriff's Office operates a 37-bed adult jail in La Grande, OR. These services will be procured either through contracting with an individual or an organization. A contract will be offered to the proposer who submits the best proposal in compliance with this RFP in the discretion of UCSO.

Section 1: RFP Submittal and Closing Date

An electronic RFP response must be received by 5:00 p.m. local time on Friday March 31st, 2023. Neither late nor faxed submittals will be acceptable. Proposals not in compliance with Section 3 will be considered non-responsive. Submit proposals to:

Union County Sheriff's Office
Lt. Nick Huelter, Jail Commander
nickh@union-county.org

Section 2: Description of Services

To perform the duties of Correctional Mental Health Therapist including but not limited to;

- Providing face to face services inside the Union County Jail for up to two hours per day Monday through Friday.
- Performing intake examination and screening of new inmates by way of a certified mental health screening instrument.
- Perform a variety of professional mental health services which are directly related to patient care of inmates such as treatment, plans, referrals, coordination of care, and basic discharge planning.
- Attend various community based mental health meetings/summits including MDT meetings as his/her schedule allows and as necessary.
- Advising Union County Sheriff's Office personnel on mental health best practices and practice and policy recommendations.
- Coordination of care for defendants in the custody of the Union County Sheriff's Office with other mental health providers in the community.
- Evaluation by a qualified mental health professional of mental health problems identified, upon intake into the Jail system, within 24-hours.
- Mental health evaluation of detainees exhibiting unusual or bizarre behavior within 24 hours of identification by Jail staff.

- **Section 3: RFP Content Requirements**

3.0 Cost

- Provide a cost for services reflected as either an hourly rate or monthly rate for retained services not to exceed 40 hours per month or 10 hours per week.

3.1 Capabilities/Experience/References

Outline your capabilities and experience with regard to the requested services. The response should address the following:

- Master's degree in a social sciences field
- Current licensing and/or certification held in the State of Oregon
- Knowledge of practices, principles and philosophy of mental health treatment including motivational interviewing, assessment, treatment plans, and crisis interventions.
- Experience working as a QMHP or a LCSW
- Must pass all criminal history check requirements as required by ORS 536-181.537 and in accordance with OAR 407-007-0200-407-007-0370 and drug screening.

3.2 Availability

- Description of availability/willingness to meet the schedule preferences noted in section 2.

Section 4: Proposal Evaluation

4.0 Evaluation Criteria

Each proposal will be evaluated utilizing the following criteria.

| Criteria | Maximum Score |
|---------------------------------------|----------------------|
| A. Experience Performing Similar Work | 25 |
| B. Cost | 25 |
| C. Qualifications and Training | 25 |
| D. Availability | 25 |
| Total Maximum Score: | 100 |

Section 5: General Information

- 5.0** Provider must carry their own liability/malpractice insurance if applicable.
- 5.1** Provider is responsible for all required state and local licenses, permits and insurance.
- 5.2** UCSO reserves the right to reject any or all proposals, and is not liable for any costs the proposer incurs while preparing or presenting the proposal.
- 5.3** UCSO reserves the right to cancel this RFP and reject any proposal in its sole discretion.
- 5.4** UCSO intends to award a contract to the proposer whose proposal, in the opinion of UCSO, would be most advantageous to UCSO.
- 5.5** Questions may be directed to Nick Huelter at nickh@union-county.org or 541-963-1017 x337.