

Infant and Early Childhood Mental Health Financing Supports Scope of Services

I. Introduction

A. Overview and Purpose

The Hawaii State Department of Health (DOH) Family Health Services Division (FHSD)/Children with Special Health Needs Branch (CSHNB) is working to assure that all children and youth, especially those with special health care needs, will reach optimal health, growth, and development, by improving access to a coordinated system of family-centered health care services and improving outcomes through system development, assessment, assurance, education, collaborative partnerships and family supports. As part of these efforts, CSHNB is committed to promoting positive mental health supports and services to children and families.

Through focusing on the promotion of positive infant and early childhood mental health, and helping families navigate the systems of care, proven effective services and supports must be available on a continuous basis so families can count on care.

The purpose of this project is to advance Hawaii's infant and early childhood mental health (IECMH) policies and practices that will contribute to the healthy development of young children and their families. CSHNB seeks a qualified community-based non-profit with a proven track record in researching and developing fiscal strategies for infant and early childhood mental health services.

B. Description of the Service Goals

The short-term goal of this project is to identify state-specific strategies for aligning health care financing policy with IECMH practice. The long-term goal for this project is to be able to enhance the overall health and well-being of infants and young children through implementing sustainable strategies with proven success. This contractor will be responsible for convening key stakeholders and providers to develop recommendations to build sustainable funding for mental health programs and to build mental health systems starting prenatally through early childhood. This contractor should be housed in an organization skilled in drafting recommendations for sustainable funding solutions.

C. Description of the Target Population to be Served

The target population to be served is prenatal individuals and infants and young children aged prenatal through age five statewide. This project seeks to focus

and deliver effective services to infants and young children through primary care and behavioral health providers.

D. Geographic Coverage of Service

The geographic coverage of service is for infants and young children statewide.

II. Scope of Services

A. Specifications and Requirements

The Bidder shall describe in detail how from February 3, 2025, or upon DOH FHSD approval, through February 2, 2026, it will provide the following:

1. Convene key stakeholders to explore strategies for more effectively disseminating the research and advocating for investment in IECMH. The contractor will lead efforts through advisory groups and/or subcommittees to develop recommendations for sustainable funding solutions.
2. Design a plan for using a Hawaii-specific model for implementing the DC:0-5, a diagnostic tool to support the assessment of young children's mental health diagnoses. The contractor will review practices in other states and develop a crosswalk for Hawaii codes, implementation guidance, and a training plan for using the DC:0-5.
3. Develop and design a bundled payment model for infant and early childhood mental health services that includes screening and assessment, dyadic therapy, care coordination, and access to concrete supports using a trauma-informed approach.
4. Conduct focus groups and/or meetings with providers to ensure materials are developed with their input and expertise of infant and early childhood mental health issues and knowledge of Hawaii's available resources and capacity.
5. Identify the qualifications, certifications, and training needs for providers to increase the infant and early childhood behavioral health workforce.
6. Produce report with documentation of efforts and timelines for implementation of the DC:0-5 and Bundled Payment Model and draft recommendations for next steps.

B. Period of Performance

The period of performance is from February 3, 2025 to February 2, 2026.

Reports and Evaluation Requirements:

The Awarded Contractor shall follow report due dates, in the format provided by the DOH CSHNB:

1. Meet with DOH CSHNB and submit quarterly reports to document activities and deliverables of this contract.
2. A final report is required no later than one month from the end of the contract period, which shall include, at a minimum a summary of DC:0-5 implementation plan, bundled payment model, and recommendations for future activities.

III. Experience of Capability

The awarded vendor:

- A. Must demonstrate a thorough understanding of the purpose and scope of this project, as well as demonstrate the necessary knowledge, skills, abilities, and experience relating to the delivery of the proposed services.
- B. Cite any previous experience relevant to this project with respects to knowledge and expertise on healthcare and infant and early childhood mental health.
- C. Cite any previous experience relevant to this project with respect to understanding the needs and concerns of primary care and behavioral health providers in Hawaii.
- D. Have knowledge and experience working with insurers and providers including the administrative rules and licensing regulations for mental health providers in Hawaii.
- E. Have a minimum of five (5) years of experience working with a variety of Hawaii state agencies and mental health providers.
- F. Must be based in Hawaii and provide evidence of being a nonprofit organization registered in the State of Hawaii.
- G. Must be available to meet in-person or through web-conferencing with CSHNB.

IV. Compensation and Payment

A. Submitting a Proposal

1. Submit a proposal to meet the project goals/requirements through a scope of work to provide the requested services for the period February 3, 2025 and concluding by February 2, 2026.
2. The attached Cost and Timeline Proposal must be completed and submitted as part of the Bidder's response to this solicitation.
3. For technical assistance with HlePRO, please call the Hawaii Information Consortium at 808-695-4620 or send an email to hiepro@hawaii.gov.

B. Procedure for Invoicing

The awarded vendor shall submit three invoices: (1) one-third of the awarded amount shall be invoiced upon completion of an agreed-upon detailed workplan and timeline; (2) one-third of the awarded amount shall be invoiced after the completion of the statewide stakeholder meeting; (3) final one-third of the awarded amount shall be invoiced after the completion of all deliverables. The final invoice must be submitted by March 20, 2026. See Cost and Timeline Proposal.

C. Form of Payment

The awarded vendor shall be equipped to accept State purchase orders as forms of payment.

D. Fee to Hawaii Information Consortium (HIC)

Please be advised that the awarded vendor will be responsible to pay Tyler Hawaii a fee of 0.75% of the award, capped at \$5,000. HIC will bill the awarded vendor directly via e-mail, and the vendor can make payment online or by sending a check via regular mail.

E. Hawaii Compliance Express

The awarded vendor must demonstrate proof of compliance for all awards of \$2,500 or greater. This includes a Certificate of Vendor Compliance from Hawaii Compliance Express, which includes a Certificate of Good Standing from the Department of Commerce and Consumer Affairs, a Tax Clearance from the Department of Taxation, and Compliance with HRS Chapters 383, Hawaii Employment Security Law (Unemployment Insurance) 386, (Worker's Compensation law) 392 Temporary Disability Insurance and 393 Prepaid Healthcare Act, from the Department of Labor and Industrial Relations.

NOTE: The attached Cost and Timeline Proposal shall be completed and submitted as part of the Bidder's response to this solicitation.

Cost and Timeline Proposal

Fiscal Year	Tasks and Responsibilities (February 3, 2025 to February 2, 2026)	Amount (\$)
FY25 - FY26	<p>The Hawaii State Department of Health (DOH), Family Health Services Division (FHSD) seeks a qualified community-based, non-profit organization in Hawaii to:</p> <ol style="list-style-type: none"> 1. Convene key stakeholders to develop recommendations for sustainable funding solutions. 2. Design a plan for using Hawaii-specific model for implementing the DC:0-5. 3. Develop a bundled payment model for infant and early childhood mental health services. 4. Conduct focus groups and/or meetings with providers to ensure materials are developed with their input. 5. Identify qualifications, certifications, and training needs for providers to increase infant and early childhood behavioral health workforce. 6. Produce report with documentation of efforts and timelines for implementation of DC:0-5, Bundled Payment Model, and recommendations. 7. CONTRACTOR must issue all payments directly to other vendors and services needed to meet the scope of service identified in the contract. 	
	Sub Total	
	Hawaii GET	
	Total	
	HlePRO Vendor Compliance fee (.75%)	
	Total	