

## **TCADA streamlines renewal process**

In an effort to make contract renewal easier for service providers, TCADA is implementing certain changes to streamline the process. TCADA's Statewide Service Delivery Plan (SSDP), completed and submitted to state leadership on February 1, 2002, identified six strategies as TCADA initiatives. To ensure the plan's successful implementation, workgroups were formed to address the individual strategies. Results from the effort are new provisions in the renewal contracts. Following is a list of noteworthy contract changes:

- A three-year moratorium on contracting for providers who fail to pay their federal payroll or other taxes.
- Contractors that, after 8 months of the fiscal year 2002 contract year have elapsed, have spent less than 25 percent of the amount of the program/contract award or that have achieved less than 25 percent of program/contract goals may have their awards reduced or not receive a renewal award for fiscal year 2003.
- A requirement that the program directors of prevention programs either have a Certified Prevention Specialist designation or that any program director that is not a CPS and does not have 40 hours of training, must complete, at a minimum, 40 hours of prevention specialist training within six months of the contract start date.
- A provision that the contracted prevention providers deliver a program recognized by the Center for Substance Abuse Prevention (CSAP) as "promising, effective or model," and, that if the program is not so recognized, the contractor request that a waiver be granted for the existing program. Waivers will be granted with the provision that the contractor demonstrates the program offered is structured on evidence-based prevention principles tailored to the target population.
- Guidelines for expected lengths of stay in detoxification and procedures for documenting the need to exceed those guidelines will be included.
- For methadone programs, TCADA will reimburse a length of stay up to 18 months. Longer lengths of stay must have specific justification. Clients in the program on September 1, 2002, will be "grand-fathered" in and the time limitation will begin with that date.
- A recommendation for a rate increase for selected program types will be taken to TCADA's Board in July.
- The performance measure that requires contractors to track the number of "community contacts" made will no longer be utilized as a performance measure.
- Language identifying certain services that may be billed for the same client on the same day and under what specific circumstances.
- A requirement that members of contractor boards must view a training CD that TCADA will make available to provide an orientation and information about duties, responsibilities and obligations as board members.

In lieu of a renewal kit such as has been used in the past that required information similar to a full proposal response, TCADA will mail to contractors a fiscal year 2003 contract. The completed contract will include renewal award amounts by program and total by contract, a synopsis of the current program statements of work and other pertinent

information, such as demographics for client services, performance targets and goals by activity and service level. Cost reimbursement contractors will receive a restricted budget amount so that they may return updated budget information based on their organization's fiscal year 2003 budgets prior to the contract start date. The contractor may then review and validate the contract information, sign and return two executed contracts, one of which will be returned to the contractor. Should there be changes required, the contractor may update the information prior to returning it; whereupon, a revised contract will be sent back to the contractor for review and signature. Minimal changes can be handled via facsimile or email. If the contractor wishes to request significant changes, contract negotiations are available. Instructions for entering into negotiations, where necessary, will be included with the contract.

The contract mail out period will be from June 15 to July 15, 2002. All renewal contracts are scheduled to be completed and effective prior to August 31, 2002.