

**RFA #1203221140**  
**Money Follows the Person Demonstration**  
**Identification of and Outreach to Nursing Home Residents Project**  
**New York State Department of Health, Office of Health Insurance Programs**

**Questions and Answers**

- 1. Is an agency that currently provides services under the Nursing Home Transition and Diversion (NHTD) or Traumatic Brain Injury (TBI) Medicaid Waiver eligible to apply for this project?**

**Answer:** Applications will be accepted only from not-for-profit corporations; additional information regarding eligibility requirements, including preferred qualifications, is in Section II.A and B of the RFA.

- 2. On the Work Plan Template (Attachment 8), are we supposed to fill in the measures of effectiveness for the application or is this information that gets plugged in once you are actually doing the service?**

**Answer:** As stated in the Work Plan Instructions (Attachment 7), "The applicant should not edit or provide specific numbers or percentages for the "Measures of Effectiveness" noted in the work plan template. Quantitative measures will be finalized prior to contract execution."

- 3. Regarding page 4, Section II.A. Minimum Eligibility Requirements, can you please specify what "compatible encryption software" the applicant should have for electronically transferring information and reports to the NYSDOH Division of Long Term Care via e-mail?**

**Answer:** Presently, NYSDOH Office of Health Insurance Programs uses commonly available encryption software (WinZip); the required product will be based on NYSDOH needs and defined during final contract negotiation process.

- 4. Regarding page 4, Section II, and page 15, Narrative Section, where the lead agency is applying on behalf of a consortium, should the narrative include detailed information about the partners/subcontractors, in addition to the lead agency?**

**Answer:** In Section V.A, Narrative Section, the applicant should fully describe its organizational structure, including how subcontractors will fit into the project. The applicant should also specify the role of subcontractors in the Work Plan (Attachment 8).

- 5. Regarding page 5, Section III.B. Project Expectations, to enable applicants to determine staffing needs, is there information available regarding the number of names of nursing home residents identified from the MDS that DOH will be providing?**

**Answer:** The exact number of names of nursing home residents that will be provided is not available, but will depend on the number of individuals in nursing homes during the contract period, as well as, the targeting criteria established by NYSDOH. Applicants should plan to maintain sufficient staffing to carry out the project to the best of the organization's ability.