



Delaware County Board of
Developmental Disabilities

***Emergency Homemaker Personal Care & Transportation
Services
#24-08-01***

Request for Expressions of Interest (ROI)

***Issue Date: 11.19.2024
Submission Deadline: 12.03.2024***

The Delaware County Board of Developmental Disabilities (“Board”) is accepting informal Requests of Interest (ROI) for Emergency Homemaker Personal Care (HPC) and Transportation providers, with contract terms to begin January 1, 2025 and extend through December 31, 2025.

Services provided under this contract will be funded through local levy dollars.

MINIMUM QUALIFICATIONS

- Be a certified agency provider that meets the requirements of OAC Rule 5123-2-08 and that has a Medicaid provider agreement with the Ohio Department of Medicaid;
- Be willing and able to provide Homemaker Personal Care (HPC) and Transportation Services in accordance with OAC Rules 5123-9-30 and 5123-9-24 and the Ohio Individual Service Plan (OISP) on an emergency basis;
- Be willing and able to accept payment rates pursuant to OAC Rules 5123-9-30 and 5123-9-24;
- Be willing and able to enter into and maintain compliance with the terms and conditions of a written agreement including, but not limited to, having and maintaining commercial general liability and other applicable insurances in accordance with the written agreement and Ohio law;
- Be a registered business entity whose business legal structure is incorporated in accordance with Federal and Ohio law (i.e., Limited Liability Company [LLC], Limited Partnership, Partnerships, Corporations, Limited Liability Partnership, or S-Corp);
- Be willing and able to support individuals who live throughout Delaware County;
- Be willing and able to utilize the Board’s local billing system (Ohiodd.net) to submit claims for payment;
- Be willing and able to respond promptly to emergency requests for service;
- Be willing and able to attend and/or otherwise contribute to Ohio Individual Service Plan meetings and team meetings.

SUBMISSION REQUIREMENTS

Applicants are asked to submit the following:

1. Statement of Interest and Experience (*2 page maximum*)
 - a. A brief history of the organization including years of operation.
 - b. Describe the organization’s current programs and services.
 - c. Provide information on any relevant impact statistics.
 - d. Why is the organization interested in becoming an emergency services provider with DCBDD?
 - e. How do you manage and organize staff resources to ensure services levels are adequately maintained for the individuals served?
2. A copy of your business’s general liability insurance policy.

Interested organizations are asked to submit the required documents as listed above to Contracts@dcbdd.org **no later than 4:30p.m. on Tuesday, December 3, 2024**. Thank you for your interest in supporting the people of Delaware County.