

## **REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES**

The Hill Country Community Mental Health and Mental Retardation Center (HCCMHMRC) is seeking proposals for professional services for eligible children ages 0 to 3 in the Early Childhood Intervention Program (ECI). These services will be contractual and will be awarded as needs arise. The services will be provided in the child's home or other natural community setting as directed by the child's individual plan. Services may include consultation, assessments, therapy, and family education in the disciplines to include, but not limited to, physical therapy, occupational therapy, speech and language pathology, nutrition, sign language, interpretation and translation. No services are provided in a clinic setting. Service areas could include any of the following counties:

Bandera, Blanco, Comal, Gillespie, Kendall, Kerr, Kimble, Kinney, Llano, Mason, Medina, Menard, Real, and Uvalde.

Responders will submit a Provider Information Worksheet (see attached) for all or any of the selected counties. All responders are required to have current applicable credentials as well as professional liability and automobile liability insurance. Those who are awarded a contract for Fiscal Year 2009 will need to maintain a current TB Skin Test (every two years) and current CPR (Infant\Child) certification. A Criminal Record Check will be completed on all potential providers. New providers will be given a credentialing packet to complete in addition to an application to enroll as a Medicaid provider. Selected providers will be sent a training packet of ECI materials and expectations to review.

### **Completed Provider Information Worksheets should be sent to:**

Sharon Griffin, Contracts  
Hill Country Community MHMR Center  
One Schreiner Center, Suite 300  
819 Water Street  
Kerrville, Texas 78028