

REQUEST FOR PROPOSALS

Background/Introduction

The Kittitas County Jail is a 208-bed facility located in Ellensburg, WA, and part of the Kittitas County Sheriff's Office. The Kittitas County Jail centrally located in Washington State in a rural area with limited access to many services for those incarcerated who are battling opioid, stimulant, and other substance abuse. The Kittitas County Jail houses arrests from all local jurisdictions as well as contracted agencies. Those incarcerated are from our own community as well as other areas of the state of Washington and beyond.

Summary of Project

The Kittitas County Sheriff's Office is seeking a MOUD (Medications for Opioid Use Disorder) partner that can provide services within the jail and prepare those to be released to have follow up services within the county, or in other communities across the state of Washington or as needed. The Jail is looking for a partner with a commitment to serving the Ellensburg, WA area and other communities within the state. This commitment to increasing MOUD access to the greater community, in addition to those incarcerated at the Kittitas County Jail, will impact both of Kittitas County's Qualified Opportunity Zones.

Drug treatment has been shown to be both less expensive and more effective at reducing recidivism, drug abuse, and related crime compared to prison. Dr. Nora D Volkow, the director of the National Institute on Drug Abuse, stated "Detox alone in jail or prison is not treatment. Without proven treatment and therapeutic follow-up in a community setting, addicted offenders are at a high risk of relapse despite a long period of forced sobriety." By enhancing the already implemented evidence-based treatment in the jail setting, along with elaborating on the post-release care coordination, the proposed program should have a more positive impact on the public safety of the area surrounding the Kittitas County Jail and the program that is already established.

In 2020 the Kittitas County Jail received its first grant funding regarding MOUD treatment and implemented a program. That program is currently funded and contracted through September 2024. The funding received for the next three years, ending in September 2025 (unless an up to 12-month extension is granted due to available funding left available) equals \$709,995. This solicitation will cover all the necessary information regarding the use of this funding to enhance and continue the MOUD programming and its components for those incarcerated in the Kittitas County Jail.

Program Design and Implementation

To enhance the already established MOUD programming within the Kittitas County Jail there are things to consider when responding to this solicitation and the things the Jail is requesting to follow the statement of work approved for this funding. The size, complexity, and relatively limited community resources of the Kittitas County Jail and the community make up the most important because of the

impact a program like this has already demonstrated it can have on those it serves. The program also should follow best practice guidelines published by SAMHSA (Substance Abuse and Mental Health Services Administration) as well as the “Guidelines for Managing Substance Withdrawal in Jails” developed and published by the BJA (Bureau of Justice Assistance). These plus an understanding of and how to incorporate other organizations tools and recommendations for cutting operational costs in jails related to those incarcerated going through withdrawal, providing counseling along with the medication, peer support, case navigation, addressing co-occurring disorders, reducing overdose rates post-release, and lowering the rate of recidivism the following minimum qualifications will be used to identify a partner to provide onsite medication-assisted treatment for inmates with comprehensive opioid, stimulant, and substance use disorder.

The Kittitas County Jail has continued to research and adapt their current MOUD (formally MAT-Medication-Assisted Treatment) programming through outside MOUD/MAT collaborations and learning opportunities at all levels including with-in Washington state Jails and other providers, as well as at the national level and beyond just the incarcerated setting. The Kittitas County Jail is confident an organization with all the necessary minimum qualifications can be procured for this project and enhancing their programs capabilities and results.

Because this funding is associated with an already in place contract, there will be an immediate need for additional Nurse Care Management to ensure the facility has 7 day a week coverage for the activities described below. There will also be care coordination/counseling provided working within the MOUD program, as well as other programming available in the Kittitas County Jail, to increase awareness of treatment for co-occurring disorders and ensuring that clients have all necessary resources, appointments, and medications upon release. An additional provider may be incorporated immediately as well to handle any overflow as necessary from the current contracted providers of MOUD services and develop a working relationship to integrate a transitional period, if necessary, between the current contracted providers and any new providers taking over the programming at the end of that contract.

Screening

The current established programming includes assessment and screening by jail staff at the time of intake or during a person’s incarceration. A potential client is referred to, or self-request, treatment for OUD (Opioid Use Disorder), or any other type of SUD (substance use disorder) services and is then assessed through either Hub and Spoke or the Nurse Care Manager (NCM) for the appropriate programming. With the incorporation of NCM being available 7 days a week within the facility as part of this solicitation, the Kittitas County Jail wants all fresh bookings screened by NCM as soon as practicable, either right at the time of booking or next available shift. The intake jail staff will continue to screen based on questions and processes already in place and established by the Jail Administration with any input necessary from the MOUD partner. However, each intake will be followed up by the next available NCM either immediately or as soon as possible based on availability and scheduling.

The NCM will begin with a general assessment for all substance use disorders (SUDs) utilizing NIDA validated screening tools (NIDA quick screen, NIDA Modified ASSIST). If opioids are a primary substance

of abuse, both the DSM 5 Criteria for the Diagnosis of Opioid Use Disorder and the Clinical Opioid Withdrawal Scale will be utilized. Assessment for other SUDs and withdrawals will also occur during initial screening. For example, if alcohol is identified as a substance of abuse, the DSM 5 Criteria for the Diagnosis of Alcohol Use Disorder and the Clinical Institute Withdrawal Assessment for Alcohol will be used. A combination of screening/assessment instruments as well as the individual characteristics of each patient will be used to identify appropriate and willing candidates for MOUD, or other programming as needed for SUD or co-occurring disorders.

Onsite Services

Intake: Full-time onsite NCMs will assess each new booking who has been pre-screened using an evidence-based screening tool provided by the MOUD partner organization and identified as a candidate for MOUD by the jail correctional or medical staff, to complete new patient paperwork. Forms include a Consent to Treat and a Consent to Release Information including a Business Associate Agreement, allowing patient data to be shared between the jail, the MOUD partner organization, and any other necessary programming as determined during assessment.

Induction: A licensed provider with a valid DEA registration that includes Schedule III prescribing authority and the NCMs will operate from inside the jail, or via tele-health if applicable and approved, to conduct a medical exam of each inmate who has completed the new patient paperwork and been screened for MOUD programming. The provider or NCM will also examine and address any fresh arrest exhibiting withdrawal symptoms and follow the guidelines outlined by the BJA while continuing to manage and monitor them while beginning the process of induction into a MOUD program, or other SUD or Behavioral Health program if necessary. If the provider diagnoses the person incarcerated with substance use disorder and confirms the client is a candidate for MOUD, the provider will prescribe an appropriate dose of medication and the NCM will handle documentation, registration, and induction dosing. In addition to inducting new patients, the provider will review patient charts as necessary to refill or adjust prescriptions as appropriate. The provider will also educate patients on the use of Naloxone, benefits or risks associated with medication(s) and their use for MOUD, maintaining use of MOUD medications post incarceration, as well as harm risk reduction during their individual meetings.

Prescribing: The provider will provide or complete the necessary paperwork through the DEA, medication supplies, or other required entities to be able to utilize medications purchased by the Kittitas County Jail and stored in bulk within the facility. The two medications the Kittitas County Jail is wanting to purchase through separate funding sources are Buprenorphine/naloxone sublingual tablets and Sublocade injections. The provider, with the input of NCMs, other programming staff, and Jail Staff will determine and offer the alternative medications to clients in the MOUD programming to individualize treatment in attempts for higher success and less chance of resumed substance use upon release. The provider will then prescribe the appropriate MOUD medication utilizing any stock available in the Jail prior to using an outside pharmacy. This does not include the need for other withdrawal management medications that may be needed in emergency circumstances or if the Kittitas County Jail should no longer have funding to purchase "jail stock".

Inventory: Any and all MOUD medications stored at the Kittitas County Jail will be inventoried and documented following all appropriate laws and regulations. Documentation will be done in the appropriate location set by the Kittitas County Jail and retained in accordance with the appropriate laws and regulations. All inventories will be completed by the Prescriber and or the NCMs only utilizing Kittitas County Jail staff as any necessary secondary proof or witness. Jail Staff will not complete initial or continuing inventory of MOUD medications as part of their duties.

Dosing: The NCMs will prepare medication doses daily for Buprenorphine/naloxone sublingual tablets directly to all patients on the MOUD program and maintain accurate electronic medical record (EMR) documentation. The administration of the Sublocade injection will be completed by either the provider or NCM depending on the necessary requirements of the medication and rules that allow it. The injection will also be noted and maintained accurately in the EMR. The dosing schedule will be determined by command staff in collaboration with the MOUD partner organization. The provider and NCMs will present any alterations of dosing processes to the Jail Administration for consideration and approval. Any dosing will be done as determined through best practices for jail settings as well as following any recommendations or rules from the medication manufacture, SAMHSA, BJA, or other corrections medical organizations. Jail Staff will escort NCMs around the facility and be responsible for oversight and security during dosing patients on the MOUD programming. Any attempts or successful diversion will be notated in the proper documentation and NCMs will ensure that the provider is aware of it.

Counseling: An important part of this program to continue being successful and enhanced is the incarcerated person begins and continues to receive the appropriate counseling in either a one on one, or group setting for their OUD. The NCMs will work with the appropriate care counselors to determine those incarcerated who are receiving treatment for their OUD. The counselor's responsibility will be to ensure the patient is given skills and mechanisms to utilize, in conjunction of the prescribed medication to encourage rehabilitation, addiction battling, and other resources towards recovery. This counselor will be responsible for monitoring the patients and their emotional/behavioral needs during incarceration while ensuring they also have the resources once they are released for coping with their addiction. MOUD counselors and NCMs will also work with other programs embedded both in the Kittitas County Jail, as well as in the community, to ensure that the patient is receiving all necessary care and treatment for other SUDs or Behavioral Health Disorders at the same time to ensure that the population that requires co-occurring disorders is treated. Counseling will include education on use of Naloxone, where to obtain it, as well as other harm care reduction education on purpose and accessibility.

Care Coordination: Either the care coordinator/counselor or NCMs will coordinate scheduling of ongoing care for patients at the MOUD partner organization's local clinic, starting immediately pre-release. This coordination may require for the scheduling or contact be made to other community providers outside of Kittitas County. Care coordination/counseling includes appointment scheduling, documentation, financial counseling, referrals to services, and communication with the patient to ensure smooth transition from onsite services to outpatient services. The care coordination/counselor will include assisting the patient with referrals to other community resources regarding transportation, housing, job

search, reinstating their insurance post release, obtaining proper identification, or any other basic needs that may be determined by working with the patient and available to assist with. Further more this care coordinator/counselor will also assist with educating the clients on the benefits of MOUD medications, proper use and care, harm risk reduction measures, or any other areas of necessary counseling to assist with the introduction of medications and fulfilling the need for complete services being provided to someone who is part of the MOUD program.

Staff Training: The MOUD partner organization will deliver initial and refresher training to all Jail Staff on opioid use disorder, substance use disorder, co-occurring disorders, withdrawal symptoms, medication information, dosing protocols, and the role of behavioral counseling. Scheduling and the final content of training seminars will be determined by command staff as deemed necessary and for all new Jail Staff. MOUD Provider will be on call for phone-based clinical consultation as needed for any questions or issues related to MOUD that come up after hours for NCMs, Medical Staff, or Jail Staff.

Post-Release Coordination and Services

The MOUD partner organization prescribing staff and NCMs will meet with individuals currently incarcerated and establish a provider/patient relationship. Once the individual is released from jail, patients will have had their first appointment or will attend their first appointment, scheduled with a MOUD provider in their home community. The NCM, or Care Coordinator/Counselor will ensure that the patient has a reminder at the time of release of where and when their first appointment after release is. The MOUD provider and NCMs need to be aware of the patients/ home area, especially if it is within our community, to be able to navigate and provide the necessary hand off aligning the patient with continuation of care of their services and programming.

An appointment will be already scheduled at the MOUD organization in Ellensburg or another community, as necessary, prior to release from custody when applicable. In the case of a patient being released unexpectedly, they will be aware of their community provider's name and contact information so once released they can contact the provider and continue with their recovery. The care coordination will also aid in the application process for insurance for the uninsured so that care and the individual's medication can be paid for after their release from the Kittitas County Jail. Also, when applicable, the MOUD patient will be provided enough of the prescribed medication they were receiving while incarcerated to use until their first scheduled, post release appointment. Any incarcerated person who is assessed and started on MOUD programming will have already received the education on use of Naloxone and the NCMs will work with Jail Staff to put it in the property of that patient to be returned to them upon release from custody.

The post release appointment needs to be made at an ongoing MOUD treatment provider that has with a licensed addiction medicine provider and medical staff that can continue MOUD treatment as well as treatment for addiction to all substances, including opioids, methamphetamines, alcohol, marijuana, and tobacco. They will treat the MOUD as necessary for continuation of care by prescribing medications where appropriate, including Suboxone® / buprenorphine or Sublocade injections. The post release provider must be available to take all insurances including Medicaid or other state programs.

Minimum Qualifications:

- Experience working in a Jail setting.
- Ability to have 24/7 on call consultation to MOUD Providers, NCMs, and any Jail Staff conducting MOUD related activities inside of the Kittitas County Jail.
- 7 day a week NCM coverage, including holidays, weekends, planned and unplanned leaves of absence.
- 5 day a week, 40 hours, not including holidays and weekends care coordination/counseling availability with in the Kittitas County Jail.
- Understanding and ability to provide necessary care for those incarcerated as outlined in the BJA “Guidelines for Managing Substance Withdrawal in Jails” including initial withdrawal treatment and management, as well as long-term care for those incarcerated.
- Ability to screen all individuals booked at the Kittitas County Jail for MOUD, SUD, or other necessary treatment.
- Ability to establish care for new patients at outpatient clinics within 72 hours of release.
- A currently established or commitment to establish an outpatient clinic in Ellensburg, WA or a working relationship with a clinic who offers MOUD treatment.
- Presumptive and definitive internal laboratory operations to rapidly diagnose and treat opioid use disorder (OUD), alcohol use disorder (AUD), mental health disorders, Hepatitis C, and sexually transmitted infections (STI) to utilize as needed.
- Must be a licensed provider with a valid DEA registration that includes Schedule III prescribing authority.
- Must be willing to prescribe and inventory medication purchased and stored at the Kittitas County Jail as well as be responsible for obtaining the necessary registrations and authorization to do so in collaboration with the Jail.
- Evidence of corporate financial stability and experience with rapid operational expansion.
- Affiliated with community-based organizations.

Proposal Requirements

RFP responses addressing the herein described scope shall include the following information:

1. Legal name, address, email, telephone, and fax numbers of the proposed entity
2. Qualifications and experience
3. List of recent projects
4. Pertinent licenses and certifications
5. Estimated total cost for project implementation and completion outlined in a budget understanding that there is currently \$709,995 funded through September 30, 2026. The federal fiscal year runs October through September, but the Kittitas County Jail’s fiscal year is January through December. To not duplicate services, but rather enhance, the budget submitted should support the following positions and growth of the program:
 - a. Year one (through September 30, 2024) hire, train, and implement all necessary Nurse Care Managers to provide coverage and do tasks as outlined in this RFP starting as soon as possible. Hire, train and implement Care Navigator/Counselor position as outlined in this RFP starting as soon as possible. Hire, train and implement any provider needed for

overflow or seamless transition from previous grant funded programming to provide services as outlined in this RFP.

- b. Years two and three should be budgeted for all providers, NCMs, and Care Navigator/Counselor to run the Kittitas County MOUD program as outlined in this RFP until the end of the projected date or beyond if funding is extended under a no cost extension period as part of this specific grant.
6. Other relevant information or materials for consideration by Kittitas County Sheriff's Office, including but not limited to professionally appropriate insurance.
7. Whether the contractor is currently, or has ever been, debarred, suspended, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department, or other government agency.

Mailed or delivered responses are to be submitted to:

Kittitas County Jail
Attn: Superintendent Panattoni
205 W 5th Suite 1/Jail
Ellensburg WA 98926

Delivered responses may be delivered to the above address ONLY between the hours of 8:00 AM and 5:00 PM, Monday through Friday, excluding holidays observed by the Kittitas County.

Responses must be received by 5:00 PM on January 15th, 2024. Responses received after this date and time will not be considered.

Upon timely receipt of responses, Kittitas County shall review and schedule interviews of qualified proposals.

Kittitas County reserves the right to reject any and all responses and reserves the right to waive any irregularities or informalities in any responses or in the submittal procedure, when to do so would be to the advantage of Kittitas County.

Respondents are cautioned that this is a Request for Proposal, and Kittitas County reserves the right to reject offers, including any and all offers, when such rejection is deemed to be in the best interest of Kittitas County.

Proposal Requirements

Interested parties are encouraged to contact Lieutenant Edward Buntin at the Kittitas County Jail at (509) 962-7527 with questions or to clarify any part of the RFP.

Following review of all qualified responses, interviews of qualified proposals, selection of a suitable contract negotiations, a recommendation will be made to the Kittitas County Board of County Commissioners by the Sheriff's Office. Following Commission approval, the Sheriff's Office will complete contract negotiations.

Any costs incurred by respondents in preparing or submitting responses to this RFP are the vendor's sole responsibility. Kittitas County will not reimburse any respondent for any costs incurred for the proposal.

In submitting a response to this RFP, the vendor agrees not to use the results therefrom as part of any news release or commercial advertising without prior written approval of Kittitas County.

Respondents are advised that all information submitted in response to the RFP is part of public record to the extent required by the Washington State Public Records Act. Kittitas County assumes no responsibility for the release of information pursuant to the law governing public records.

The successful respondent, if awarded a contract with Kittitas County, agrees not to discriminate in its employment on account of race, marital status, religion, age, sex, national origin, or handicap. In addition, the selected respondent shall comply with all applicable federal, state and local laws, rules and regulations affecting his or her performance and will hold the County harmless against any and all claims arising from the violation thereof.

Kittitas County complies with all ADA requirements, and is an Equal Opportunity Employer.