



# **GENESEE COUNTY** **FISCAL SERVICES**

Purchasing Department

324 S Saginaw Street, Suite 9A, Flint, Michigan 48502

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Chrystal Simpson  
*Chief Financial Officer*

September 12, 2025

## **GENESEE COUNTY REQUEST FOR PROPOSALS #25-460**

Sealed proposals will be received until **2:00 p.m. (EST), Tuesday, October 14, 2025**, at the Genesee County Purchasing Department, 324 S Saginaw Street, Suite 9A, Flint, MI, 48502 for **Substance Abuse Treatment Services**.

This procurement is conducted in accordance with the Genesee County Purchasing Regulations, a copy of which is on file and available for inspection at the Genesee County Purchasing Department or at the website [Microsoft Word - PURCHASING REGULATIONS 8222016](#).

Each offeror is responsible for labeling the exterior of the sealed envelope containing the proposal response with the proposal number, proposal name, proposal due date and time, and your firm's name. The proposal request number and due date for this RFP are:

<b>DUE DATE:</b>	<b>2:00 PM (EST), Tuesday, October 14, 2025</b>
<b>DUE DATE FOR QUESTIONS</b>	<b>Wednesday, September 24, 2025, before 3:00 PM (EST)</b>
<b>BID REQUEST NUMBER</b>	<b>#25-460</b>

**Rita Schubert**

Rita Schubert, Purchasing Manager

bid2\2025\25-460

Attachments

**GENESEE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

[www.geneseecountymi.gov](http://www.geneseecountymi.gov)

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# RFP #25-460 SUBSTANCE ABUSE TREATMENT SERVICES

## SECTION 1 - INSTRUCTIONS TO PROPOSERS

1. Sealed proposals will be received until **2:00 p.m. (EST), Tuesday, October 14, 2025**, at the Genesee County Purchasing Department, 324 S Saginaw Street, Suite 9A, Flint, MI, 48502. The Genesee County Purchasing Department hours of operation are 8:00 a.m. to 5:00 p.m., closed holidays check website for closed days. Label the sealed envelope containing the proposal response as described on page 1. **LATE PROPOSALS AND PROPOSALS SENT BY FACSIMILE OR E-MAIL WILL NOT BE ACCEPTED.**
2. Please carefully review this document. It provides information necessary to aid participating vendors in formulating a thorough response. A formal, comprehensive review period will be conducted to ensure that Genesee County selects the best possible vendor that will provide the best value and service.
3. **Submit one original and one paper copy of your proposal. After the proposal closes, you will be contacted to send the County an electronic copy of your complete proposal via email.** All proposals submitted become the property of Genesee County. The original must include a signature on the Signature Page of a person authorized to make a binding offer. Failure to provide the required number of duplicate copies may result in the rejection of your proposal. Proposals may not be submitted on the MITN site for this offering.
4. All submissions will be time stamped by an individual within the Office of Fiscal Services. The only acceptable evidence of the time of receipt of the submissions is that of the time clock that resides within said office. It is each Proposer's responsibility to ensure that its proposal is time stamped by the Office of Fiscal Services by the deadline. This responsibility rests entirely with the Proposer, regardless of delays resulting from postal handling or for any other reasons. Proposals will be accepted at any time during the normal course of business only, said hours being 8:00 a.m. to 5:00 p.m. Local Time, Monday through Friday, legal holidays as an exception.
5. Michigan Inter-governmental Trade Network— an alternate review of the RFP Guardianship and Conservatorship can be done at:  
<http://www.bidnetdirect.com/mitn>
  - a. Genesee County has partnered with BidNet as part of the [Michigan Inter-governmental Trade Network](https://www.mitn.info/Registration.asp?ID=2340) (MITN) and will post their bid opportunities to this site. As a vendor, you can register with [Michigan Inter-governmental Trade Network](https://www.mitn.info/Registration.asp?ID=2340) (use [hyperlink](https://www.mitn.info/Registration.asp?ID=2340) or <https://www.mitn.info/Registration.asp?ID=2340>) and be sure that you see all available bids and opportunities. By selecting automatic bid notification, your company will receive emails once Genesee County has a bid opportunity that matches your company's business. In addition, the site handles bid opportunities, RFPs, and RFQs for other member governmental

agencies. If you need help registering, please call [Michigan Inter-governmental Trade Network](#) support department toll free 1-800-835-4603.

6. All communications, any modifications, clarifications, amendments, questions, responses or any other matters related to this RFP, shall be made by and through the purchasing contact reference in this solicitation. No contact regarding this solicitation made with other County employees is permitted. Any violation of this condition may result in immediate rejection of proposal.
7. All prospective proposers shall be responsible for routinely checking the Genesee County Purchasing Department website at [Current Bids \(www.geneseecountymi.gov\)](#) for issued addenda and other relevant information. Genesee County shall not be responsible for the failure of a prospective proposer to obtain addenda and other information issued at any time related to this RFP.
8. A sample of a contract is attached to this RFP. After the award is made to the successful proposer, the County and the successful proposer will negotiate a final contract that substantially conforms to said contract. Any exceptions to the terms and conditions of the contract and this RFP must be clearly set forth in your proposal and referenced on company letterhead. The County will not entertain negotiations to change any terms and conditions of the contract or RFP unless those changes are requested in your proposal.
9. Insurance must be provided prior to the contract starting date and kept in full effect and compliance during the entire contract period. Insurance requirements are provided in Section 10 Insurance Required from Proposer. Failure to comply with these provisions will cause termination of the agreement. The County of Genesee requires a signed Genesee County Insurance Checklist form with each proposal submitted.

The Contractor agrees to be responsible for any loss or damage to property or persons due to the performance of services herein contracted and further agrees to indemnify and defend the County of Genesee harmless from any loss or damage resulting therefrom.

County Policy dictates that under no circumstances can the County agree to indemnify proposers pursuant to Michigan Law.

10. **Preference for Genesee County Businesses:** Unless the funding source for the contract prohibits such preferences, in the case of requests for proposals where a quantitative based evaluation criteria is used for evaluating responsive proposals, Preferred Businesses shall be afforded an additional five (5) percent of the total evaluation points up to a maximum of five (5) points.
11. **Proposal Format:** Proposals must be submitted in the format outlined in SECTION 8 - INFORMATION REQUIRED FROM PROPOSERS to be deemed responsive.

## **SECTION 2 - STANDARD TERMS & CONDITIONS**

1. See Genesee County website, Purchasing Department for Standard Terms and Conditions by going to the following link: [Std T C SECTION 2023.pdf](#)

## **SECTION 3 - ADDITIONAL TERMS & CONDITIONS**

3. **Purpose:** Through this RFP, Genesee County ("the County") is soliciting proposals from qualified firms who can provide treatment interventions for addiction disorders.
4. **Issuing Office:** This RFP is issued by the Genesee County Purchasing Department on behalf of the 67<sup>th</sup> District Court, Genesee County Sobriety Court. The contact person is Rita Schubert, Purchasing Manager, Genesee County, 324 S. Saginaw Street, Suite 9A, Flint, Michigan 48502, phone (810) 257-3195 and [rschubert@geneseecountymi.gov](mailto:rschubert@geneseecountymi.gov). Email is the preferred method of contact.
5. **Questions & Inquiries:** All questions regarding this RFP shall be submitted in writing and received no later than **Wednesday, September 24, 2025, before 3:00 PM (EST)** to the Genesee County Purchasing Department as listed above. E-mail is the preferred method of contact for all inquiries concerning this RFP. No verbal interpretation to any respondent as to the meaning of any requirement stated in this RFP shall be binding on Genesee County. All responses to questions regarding this RFP shall be issued in writing and distributed as an addendum by Genesee County.
6. **Addenda:** Genesee County reserves the right to amend and provide clarification of this RFP prior to the date for proposal submission. In such an event, an addendum will be posted on the Purchasing Department website [Current Bids \(www.geneseecountymi.gov\)](http://www.geneseecountymi.gov). Further, all proposers shall acknowledge having seen any and all addendums issued (1, 2, 3, etc.) on the Signature Page.
7. **Proposal Considerations:** All costs incurred in the preparation of a response to this RFP or any costs prior to approval of the contract by Genesee County and formal notification to the selected proposer will be the responsibility of the respondent and will not be reimbursed by Genesee County. Proposals should be prepared simply and economically, providing a straightforward, concise description of the proposer's ability to meet the requirements of this RFP.
8. **Responsive Proposals:** To ensure proper consideration, all proposers are encouraged to submit a complete response to this RFP using the format outlined in SECTION 8 - INFORMATION REQUIRED FROM PROPOSERS. In addition, at least one of the paper proposals must be signed with an **original signature** of the official authorized to bind the proposer to its provisions.

9. **Proposal Modifications:** Clarifications, modifications, or amendments to any Proposal that has been submitted, but prior to the Proposal Opening Date, may be made only within the discretion and written approval of the Purchasing Manager.
10. **Withdrawal of Proposal:** Proposals may only be withdrawn by a proposer with written notice prior to the date and time set for the opening of proposals.
11. **Validity Period:** Any proposal submitted as a result of this Request for Proposal shall be binding on the proposer for 120 calendar days following the due date.
12. **Right to Reject:** Genesee County reserves the right to reject any and all proposals received in response to this RFP.
13. **Disclosure:** All information in an offeror's proposal is subject to disclosure under the provisions of Public Act N. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments thereto. In the event that a proposer wishes to designate any portion of their submission as "confidential" or "proprietary," the proposer must contact the Purchasing Manager prior to submission of the proposal. All requests regarding disclosure and requests for confidentiality of a proposal response to this RFP shall be submitted in writing and received no later than **Wednesday, October 1, 2025**, by 12:00 p.m. (EST), to the Genesee County Purchasing Department as listed above.
14. **Errors, Omissions, And Discrepancies:** If a Proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, it shall immediately notify the Genesee County Purchasing Manager of such error in writing and request modification or clarification of the document prior to the deadline for submitting questions. Genesee County will make modifications by issuing a written addendum. The proposer is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the Request for Proposals prior to submitting a proposal or it shall be waived.
15. **Best and Final Offers:** Discussions may be undertaken with those proposers whose proposal, based on the evaluation criteria stated herein, has been determined to be reasonably susceptible of being selected for award. After discussions are held, and prior to award, proposers may be allowed the opportunity to submit revisions to their proposals for the purpose of obtaining best and final offers.

During the aforementioned procedures, neither the names of any of the proposers nor the contents of any proposal will be disclosed until the completion of negotiations and revision of proposals (Best and Final Offers).

The contract that may be entered into will be awarded based on the proposal response and, where applicable, the Best and Final Offer that is the most advantageous to Genesee County, per the evaluation criteria included in this RFP.

16. **Prime Contractor Responsibilities:** The successful offeror(s) shall be required to assume responsibility for all services offered in the proposal regardless of who produces them. Further, the County will consider the successful offeror to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.
17. **Non-Assignability:** The contract may not be assigned, transferred, or conveyed by the Contractor without the expressed written consent of Genesee County.
18. **Independent Contractor:** It is understood and agreed to, by and between the Contractor and Genesee County, that any and all acts that the Contractor or its personnel, employees, and servants perform pursuant to the terms of the Contract shall be undertaken as independent contractors and not as employees of Genesee County by or with a contract or agreement, nor impose any liability upon Genesee County. All acts and contracts of the Contractor shall be in its own name and not in the name of Genesee County.
19. **Subcontracts:** The Contractor shall not enter into subcontracts to this Agreement with additional parties without obtaining prior written approval of Genesee County. A condition of granting such approval is that such subcontractors shall be subject to all conditions and provisions of this contract. The Contractor shall be responsible for the performance of all subcontractors.
20. **Statement of Exceptions:** The proposer shall furnish a statement on company letterhead giving a complete description of all exceptions to the terms, conditions, and specifications set forth in the proposal. Failure to furnish this statement shall mean that the proposer agrees to meet all requirements set forth in this solicitation.
21. **Acceptance of Proposal Content:** It is proposed that, if a contract is entered into as a result of this RFP, the RFP will serve as the basis for the contract. The contents of the proposal of the successful offeror may become contractual obligations if a contract is issued. Failure of the successful offeror to accept these obligations will result in cancellation of contract award.
22. **Termination for Misrepresentation:** If the successful proposer receives a contract and is subsequently found to have misrepresented any information in its proposal and/or Best and Final Offer submission, the contract may be terminated at the discretion of Genesee County.
23. **Acceptable Deviations:** The decision of Genesee County shall be final as to what constitutes acceptable deviations from specifications or requirements.
24. **News Release:** News releases pertaining to this RFP or the services to which it relates will not be made without prior written Genesee County approval, and then only in accordance with the instructions from the contract administrator. No

information regarding the procurement and services shall be released without prior approval of the contract administrator.

25. **Debarment and Suspension:** The contractor certifies to the best of its knowledge and belief, that the corporation, LLC, partnership, or sole proprietor, and/or its' principals, owners, officers, shareholders, key employees, directors and member partners: (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not within a three-year period preceding this form been convicted of or had a civil judgement rendered against them form commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (3) are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (2) of this certification; and , (4) have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

## **SECTION 4 – GENERAL INFORMATION & PURPOSE**

This offering is to provide services to the 67<sup>th</sup> District Court, Genesee County Sobriety Court. The program seeks to secure a Contractor to provide substance abuse treatment services. The services include but are not limited to providing Substance Abuse Counselors (SAC) for care coordination in pre-court meetings, court review hearings, as well as providing two clinicians, two peer recovery coaches, and clinical documentation into the Drug Court Case Management Information System (DCCMIS). The Proposer(s) must be in good standing; must currently have and maintain a contractual relationship with Genesee Health System and their designated PIHP to provide treatment for substance dependence and co-occurring diagnoses/disorders. Treatment services must be delivered through the successful Proposer(s) contractual relationship with Genesee Health Systems (GHS) and their designated PIHP; thus, allowing accessibility to Medicaid, block grants, and other available funding through the Coordinating Agency. The successful proposer(s) must have and maintain all licensures/standards that would allow for them to serve those clients who fund their treatment through private insurances.

Existing funding for the Genesee County Sobriety Court is in place through September 30, 2026, with the possibility of extension. Continuation of funding is sought through applications for grant funds from various sources.

**The Genesee County Sobriety Court program award will be made to a single provider or multiple providers based on the evaluation and selection process completed by the selection teams for the courts.** Read the following overviews of the service delivery plans for each of the programs carefully.

### **1. Sobriety Court**

## **A) Background**

The Genesee County Judicial system includes 67<sup>th</sup> District Court which operates the specialty court Genesee County Sobriety Court.

Multiple judges and court staff are committed to Genesee County Sobriety Court, serving the residents of Genesee County and their families. Substance abuse treatment is a key component and required for participants.

The purpose of this request for proposal is to secure a qualified vendor to provide substance abuse treatment to Sobriety Court Participants, participate in team meetings, court review hearings, and data entry on DCCMIS. In order to ensure the best possible substance, use treatment for our participants and meet existing grant requirements, the vendor must be capable of supplying Genesee County Sobriety Court program with appropriate staffing in the form of two peer recovery coaches and two clinicians.

Sobriety Court is a court ordered term of probation that is separated into four phases. Each phase has a unique set of requirements aimed at helping the participant make and maintain the necessary lifestyle changes to lead productive, substance free and crime free lives, with the first phase being the most intensive. As sobriety is maintained, requirements may be less intensive.

### Program Components:

- Participate honestly in an alcohol abuse assessment and throughout involvement in Sobriety Court.
- Engage in substance abuse counseling.
- Attend frequent court hearings for review purposes.
- Attend frequent case management sessions.
- Attend 12-step programs.
- Submit to drug and alcohol testing as required.
- Obtain employment and/or attend school or complete 20 Hours of Community Service Work every week.
- Pay all court ordered obligations, including a program fee of \$300 and probation oversight fees of \$840 (\$35 per month for 24 months).
- Not to use any narcotic or habit-forming drugs, including benzodiazepine, (Xanax and Klonopin [Clonazepam]). Alternative medications that are not a narcotic and/or habit forming will need to be obtained for all prescriptions.
- Participants may be eligible for a restricted license upon successful completion of Phase 1

### **Phase One**

Phase One is intended to last up to 4 months, depending on the individualized treatment plan. In order to move out of Phase One and into Phase Two, 90 days of sobriety must be demonstrated and documented.

- Attend 12-step meetings daily for 90 consecutive days. Three meetings per month must be the GCSC support group meeting. \*
- Have established a 12-step program sponsor by the end of the 90-day period.
- Attend programs and/or treatment as established in the treatment plan approved by the Sobriety Court Team. Be assigned a Recovery Coach\*
- Create a “Goodbye to Alcohol/Drugs” letter to be shared at a court session by the end of 90 days.
- Follow through with all other intervention programs as recommended.
- Submit to an alcohol monitoring device for 90 days and random urine screens as required.
- Meet with the probation officer bi-weekly.
- Attend Sobriety Court sessions bi-weekly.
- Establish a payment plan for your court ordered obligations. \*
- Will meet requirements through the Secretary of State for a restricted license if eligible.

### **Phase Two**

Phase Two is intended to last up to 8 months, depending on the individualized treatment plan. It will be in this phase that participants may be able to get a restricted license:

- Obtain an interlock device on vehicle and restricted license, if eligible.
- Continue 90 days of alcohol monitoring if ineligible for a restricted license.
- Attend 12-step meetings as determined by treatment and probation. \*Two meetings per month must be GCSC Support Group Meetings.
- Begin completing other probation terms such as CSW, MADD VIP, anger management, parenting classes, and any other referrals for specialized intervention programs.
- Urinalyses for drugs and/or alcohol tested randomly as required.
- Meet with Probation Officer bi-weekly.
- Attend Sobriety Court sessions twice per month if employed. If unemployed, you will be required to attend all Sobriety Court hearings.
- If unemployed or employed part-time, begin to seek full-time employment or enroll in school (GED, high school, college, or trade school) on a full-time basis or complete 20 hours of CSW per week
- Complete 50 hours of CSW or attend a 12-step sponsored event such as Soberfest.
- Maintain your established payment plan towards your financial obligations with the Court.
- Write a one-page document with your sponsor reflecting upon your sobriety in the program thus far and share with the Court. The document must be signed by your sponsor.

### **Phase Three**

Phase Three is expected to last up to 6 months, depending on the individualized treatment plan. In this phase, a maintenance plan will be established in

preparation of graduation from the program and beyond. The requirements are as follows:

- Urinalyses for drugs and/or alcohol will be administered randomly as required.
- Maintain interlock device, if applicable, or continue other drug/alcohol monitoring.
- Meet with Probation Officer once a month.
- Attend 3-5 12-step meetings or other self-help group meetings per week as determined by treatment and probation. \*Two meetings per month must be GCSC Support Group Meetings.
- Attend Sobriety Court hearings once a month or as directed.
- Provide documentation of school enrollment and/or full-time employment or completion of 20-hours of CSW if not in school or employed.
- With the help of a Recovery Coach, write a relapse prevention plan and present it to the Court.
- Maintain interlock device and valid proof of insurance, if applicable.
- Attend one Nationwide Interlock group. This will not count towards GCSC group requirement for the month (can be attended in phase 2). \*not required if not eligible for restricted license.
- Provide proof of employment or school enrollment or completion of 20 hours of CSW per week, if not in school or employed.
- Chair a 12-step meeting or complete a recovery-oriented presentation on your personal recovery pathway (can be completed in phase 2).
- Draft a one-page writing assignment on what has been worked on with sponsor during phase 3, have sponsor sign and/or have sponsor attend a probation report appointment.
- Complete court ordered financial obligations.

#### **Phase Four**

Phase Four is expected to last up to 6 months with limited court intervention, allowing the Participant to live their sobriety maintenance plan while still being supervised by the Court. The Sobriety Court Team will decide when a Participant will graduate. The Probation Department will complete a record check to ensure no new offenses have occurred during participation in Sobriety Court. Monitoring to ensure abstinence from drugs and alcohol will continue.

- Attend 1-3 12-step meetings as determined by treatment and probation. \*Two meetings per month must be GCSC Support Group Meetings.
- Maintain interlock device, if applicable, or continue other drug/alcohol monitoring.
- Urinalyses for drugs and/or alcohol will be administered randomly as required.
- Be working full time or attending school full time.
- Chair a 12-step meeting.
- Attend Sobriety Court hearings as directed by the Sobriety Court Team.
- Attend monthly probation appointments as directed by the Sobriety Court Team.

- Develop a Recovery Wellness Plan with a recovery coach.
- Draft a one-page writing assignment on what has been worked on with sponsor during phase 4, have sponsor sign and/or have sponsor attend a probation report appointment.
- Complete your established payment plan towards your financial obligations with the Court.
- Draft commencement speech and share in court your experience in the Genesee County Sobriety Court Program.

#### Graduation Criteria

In order to graduate from Sobriety Court, Participants must have completed all the program requirements. Participants must have progressed through all the phases and have clean urine drug/alcohol screens for a minimum of 90 days, successful accomplishment of treatment goals, maintain employment and educational endeavors, and pay all court ordered financial obligations.

#### Post-Graduation

Graduates are encouraged to maintain contact with Sobriety Court. It is beneficial to participants in the program to see the progress and success of Sobriety Court graduates. Sharing stories and answering questions during court hearings allows present participants to see positive realizations of lifestyle changes.

#### **B) Substance Abuse Treatment**

Genesee County Sobriety Court is looking to structure a substance abuse treatment program to close the gaps for insufficient services and coverage in the community. The program will include services that:

1. Are treatment based individually and not as a patented program approach.
2. Are Evidence-Based Practices for substance abuse treatment that includes in-patient, intensive out-patient, day treatment, out-patient, women's and other specialty-based treatments, recovery or three-quarter housing and support group therapies as needed.
3. Provide transportation as needed.
4. Provide childcare as needed.
5. Provide specialty programs, including programs for women only, as may be needed.

It is anticipated that approximately 100 participants will be referred for some level of this service, no specific number of clients is guaranteed.

### **SECTION 5 – SCOPE OF SERVICE**

The proposer's treatment site must be located within a 10-mile radius of the Genesee County District Court located at 630 S. Saginaw Street, Flint, MI 48502. In addition, the proposer agrees to undertake, perform, and complete the following in accordance with the terms and conditions as defined:

1. Sobriety Court requires proposers to offer a Certified Advanced Alcohol Drug Counselor through Michigan Certification Board of Addiction Professionals and/or master's Level Substance Abuse Counselor(s) (SAC) that will act as primary clinical substance abuse practitioners and case managers for the participants according to local, state, and federal substance use provider licensing standards.
2. The proposer shall currently have and maintain contractual relationships to provide substance abuse and co-occurring services in good standing with Genesee Health Systems (GHS) and their designated PIHP to minimally include:
  - a. GHS Management Information Requirements
  - b. GHS Health Insurance Portability and Accountability Act of 1996 (HIPAA) Compliance Requirements.
  - c. GHS Limited Proficiency/Hearing Impaired (LEP/HI) Policy Requirements.
  - d. GHS Accommodation of Needs
  - e. GHS Personnel Requirements
  - f. GHS Cultural Competency Standards
  - g. All other contractual obligations
3. The proposer shall have a Psychiatrist and Psychologist and/or a Psychiatric Nurse Practitioner available for evaluations, assessments, medication reviews, etc. The Psychiatrist and Psychologist shall be available for consultations with the sobriety court staff. If not on staff, the use of these services is to be part of the referral and coordination responsibilities of the proposer, at no additional costs to Genesee County.
4. The proposer and its designated SAC's will participate as active members of the sobriety court team to facilitate ongoing communication.
5. The proposer will access funding (Medicaid, block grants, etc.) for treatment services through contractual relationship with Genesee Health Systems (GHS) for sobriety court participants.

The proposer shall accept commercial/private insurance as a form of payment to be able to provide services to participants who are not Medicaid, block grants, etc. eligible.

The proposer will designate two peer recovery coaches, two clinicians, one SAC to represent the therapeutic team at pre-court reviews (team meetings) as scheduled and court hearings (approximately 3-4 hours four times per month) with the Judge and the other members of the team such as probation officers, defense attorneys, the prosecuting attorney, law enforcement representative, and the community advisor.

6. The proposer shall provide SACs who can conduct clinical assessments at the Genesee County Courthouse and the Genesee County Jail upon request.
7. The proposer and its designees shall participate in continuous and timely (72 hours) data entry for each participant in the Drug Court Case Management

Information System (DCCMIS) that includes session journal notes, progress in treatment, treatment plans and referrals/follow-up for ancillary services.

8. The proposer shall address victimization and trauma issues utilizing "Seeking Safety" model.
9. The proposer should utilize evidence-based interventions appropriate to the population served.
10. The proposer should provide gender-specific group therapy services.
11. The proposer shall facilitate referrals and/or provide any care coordination/level of care needs and for all primary addiction, mental health and medical conditions.
12. The proposer shall provide through referral, coordination and monitor treatment needs that cannot be met by the SAC (e.g. residential treatment, domestic violence, special populations).
13. The proposer shall provide substance abuse treatment that includes in-patient, intensive out-patient, day treatment, women's and other specialty-based treatments, recovery and/or three-quarter housing, support group therapies as needed, provide transportation as needed, provide childcare as needed.
14. The proposer should provide specific procedures to ensure program and fiscal accountability.
  - a. Maintain a record management system that protects confidentiality and provides a complete record of program activity for each participant.
  - b. Participate in program reviews as prescribed by the local Steering Teams, Genesee County and per contractual agreement with Genesee Health System.
15. The proposer shall use all funds for only the Sobriety Court as identified herein.
16. The proposer shall submit monthly and/or quarterly invoices for billing to the appropriate staff in the manner determined by the Sobriety Court; no later than the 5<sup>th</sup> day past the end of the specified time period when services were provided.

## **SECTION 6 – QUALIFICATIONS OF PROPOSERS**

1. The Proposer(s) must be in good standing; must currently have and maintain a contractual relationship with Genesee Health Systems to provide treatment for substance dependence and co-occurring diagnoses/disorders. The treatment services must be delivered through the successful Proposer(s) contractual relationship with Genesee Health Systems (GHS) and their designated PIHP; thus, allowing accessibility to Medicaid, block grants, and other available funding through the Coordinating Agency.

2. The successful proposer must also maintain all licensures/standards that would allow them to serve those clients who fund their treatment through private insurance.

## **SECTION 7 – INFORMATION REQUIRED FROM PROPOSERS**

Qualified individuals or firms interested in providing the product and services described herein are required to submit a complete (responsive) proposal for consideration. The proposal shall address the items listed below. Failure to provide all requested items may be sufficient cause for rejection of proposal as non-responsive.

**A. REQUIRED SUBMITTALS:**

1. Signature Page completed and signed
2. Cost Proposal Form
3. Executed Insurance Checklist
4. References
5. Fiscal Stability, attach copy of most recent Financial Statement.
6. Provide evidence of current contract with GHS with positive standing.

**B. NATURE OF SERVICES PROPOSED**

1. Business Organization - State the full name and address of your organization's corporate headquarters and, if applicable, the branch office or other subordinate element that will perform or assist in performing the work.
2. Program Service Description - Provide a clear, concise description of the specific services that will be provided including the number of people you propose to provide services for, the frequency and duration of services. Define how services will be provided to Sobriety Court.
3. Describe your admission process.
  - a. Describe the process of confirming eligibility of funding through GHS for uninsured, Medicaid and commercially insured participants and how quickly you are able to resolve barriers to rapid engagement in treatment.
  - b. Describe the admission process, including the length of time to obtain appointments for orientation, intake and counseling appointments.
  - c. Please describe who is responsible for conducting these sessions/ appointments?
  - d. If an intake worker is responsible for the admission process, please describe how the transition of the participant to the primary therapist occurs and include the amount of time that it takes from admission to the first therapy session.
4. Describe the commitment to evidenced-based practices and specific interventions that the agency will use with this population, including gender-specific groups utilizing the "Seeking Safety" model.
5. Describe the manner in which the identified SAC(s) will participate in team processes including assuring weekly court attendance by a designated SAC, significant, frequent communication regarding the participant's progress or lack of progress in treatment, etc.

6. Describe your program's philosophy regarding the skills necessary to form a therapeutic alliance with the consumer and the impact of counselor expectations on participant outcomes.
7. Describe your program's access to, referral to and follow-up processes for ancillary services, (i.e. vocational, educational, housing, and medical services).
8. Describe the agency's ability to access and utilize the web-based Drug Court Case Management and Information System to input data on a daily basis.
9. Describe the agency's policies and procedures surrounding referrals to other community agencies or subcontractors.

**C. COST EFFECTIVENESS OF SERVICES PROPOSED**

1. Proposed cost for providing SAC court attendance.
2. Proposed cost for providing SAC team meeting attendance.
3. Proposed cost for providing SAC documentation and data entry.
4. Proposed cost for clinicians.
5. Proposed cost for peer recovery coaches.
6. Proposed method of billing.

**D. EXPERIENCE DELIVERING TREATMENT TO THE PROPOSED POPULATIONS**

1. Describe agency experience working with caretakers active with Genesee County Courts of Human services for civil charges of neglect and abuse of children due to addiction problems.
2. Describe agency experience working with the misdemeanor and felony offender population, specifically experience working with substance abuse offenders actively involved in the criminal justice system due to additional problems.
3. Describe agency experience with coordinating services, including psychiatric services, for the dual diagnosed population.
4. Describe agency experience with coordinating medical services for the proposed population(s).
7. Describe the experience and success your organization (or your subcontractor) has in providing similar services to people who have addiction and dual disorders.
  - A. Include statements of staff's relevant experience (resumes or CV acceptable but not required).
  - B. Include copy of current License/Certification (if applicable) to provide this service

**E. ORGANIZATIONAL CAPACITY AND EXPERIENCE TO PROVIDE REQUIRED SERVICES**

In this section the proposer should provide some information that shows the organization's (and subcontractors if applicable) capacity to provide the services they propose. Include a description of any similar programs which you have carried out.

1. If your organization has not had experience providing services to the target population, describe the population groups you have served, and explain why the experience is relevant.
2. Include quantifiable outcomes which prove past effectiveness in providing services to the target (or similar) population group.

If any of the above requests for information do not apply to the service you are proposing to offer, reply with “**Not Applicable**”.

## **SECTION 8 – SPECIFICATIONS & REQUIREMENTS OF SOBRIETY COURT**

1. **Use of State Funds:** Funds cannot be used to directly support religious instruction, worship, prayer, proselytizing, or other inherently religious practices. However, funds for services are allowed for Faith-based Organizations with the stipulation that they agree to not use funds for these purposes. Neutral, secular criteria that neither favor nor disfavor religion will be employed in the selection of grant and sub-grant recipients.
2. **Financial Considerations:** The successful proposer will submit the required monthly and/or quarterly reports and invoices to the Court Coordinator(s) and Genesee County as specified by Sobriety Court. Full payment, for services invoiced, shall be made after satisfactory acceptance by Genesee County and Court Program funds have been received. Satisfactory acceptance shall occur after review of required reports and invoices. Genesee County approved forms and format must be used when submitting vouchers and/or invoices. The proposer is invited to propose an alternative payment schedule.
3. **Reporting Requirement:**
  - a) Collect information and data, as well as the outcome measures as required through the contractual relationship with GHS and submit all results of these audits and reporting requirements to the Sobriety Court coordinator.
  - b) Report any incidents or investigations that result in suspension or termination of accreditation, licensure or GHS contractual relationships.

## SECTION 9 - EVALUATION CRITERIA & SELECTION PROCEDURE

It is the intent of Genesee County to conduct a fair and comprehensive evaluation of all proposals received. A Review Committee will evaluate submitted proposals. The County will award the contract to the most responsive, responsible proposer having proven experience as described herein. The County reserves the right to award this contract not necessarily to the proposal with the lowest price but to the proposal that demonstrates the Best Value.

**Evaluation Criteria:** Evaluation of each proposal will be based on the following criteria. Any respondent using a subcontractor to provide services must provide identical information for the subcontractor.

Evaluation Criteria	Possible Points
<b>Program Description – Nature of Services Proposed</b> <ul style="list-style-type: none"><li>a. Program Design</li><li>b. Frequency and duration of service</li><li>c. Admissions process</li><li>d. Ability to utilize evidence-based interventions for the population</li><li>e. Outcome-based data collection, reporting, and evaluation criteria</li><li>f. Ability to access and utilize the Drug Court Case Management and Information System.</li><li>g. Completeness of services provided</li></ul>	35
<b>Cost Effectiveness of Service</b> <ul style="list-style-type: none"><li>a. Line-Item Budget Summary including administrative fees and cost per service(s) provided.</li><li>b. Explain how your organization will leverage the funds provided with other resources available in the community to help the target population.</li><li>c. Process to confirm funding for client services.</li></ul>	15
<b>Experience Delivering Services to the Proposed Population</b> <ul style="list-style-type: none"><li>a. Agency experience working with caretakers active with Genesee County Courts of Health and Human services for civil charges of neglect and abuse of children due to addiction problems.</li><li>b. Agency experience working with the misdemeanor or felony offender population.</li><li>c. Agency experience with coordinating medical services, including psychiatric services, for the dual diagnosed population</li><li>d. Agency experience with coordinating ancillary services for the proposed population(s).</li><li>e. Agency experience working with substance abuse offenders actively involved in the criminal justice system due to legal complications as a result of substance use.</li></ul>	35
<b>Organizational Capacity to Provide Required Service</b> <ul style="list-style-type: none"><li>a. Agency and Staff's capability and experience providing requested services.</li><li>b. Fiscal stability</li></ul>	15
<b>TOTAL EVALUATION POINTS</b>	<b>100</b>

## **SECTION 10 – INSURANCE REQUIRED FROM PROPOSERS**

The Contractor shall at all times maintain in full force and effect for duration of the term of this agreement the following insurance coverages. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan, having an AM Best rating of at least A- and acceptable to Genesee County. In addition, the County reserves the right to modify or waive at any time any applicable insurance requirements based on the scope of services provided at the discretion of the County's Risk Manager or other authorized representative of the County.

**Commercial General Liability Insurance** on an “occurrence basis” with minimum limits of \$1,000,000 per occurrence and a \$2,000,000 aggregate limit. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds. Coverage shall be primary and non-contributory, including a waiver of subrogation in favor of the County.

**Workers' Compensation Insurance** – as required by and in accordance with all applicable statutes of the State of Michigan, including Employers' Liability Coverage.

**Automobile Liability** – Including Michigan No-Fault coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owned, non-owned, and hired vehicles. Limits may be satisfied using primary and excess/umbrella liability policies. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds.

**Medical Professional Liability Insurance** – in an amount not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. If this policy is a claim made form, the Contractor shall be required to keep said policy in force, or purchase “tail” coverage for a minimum of three (3) years after the termination of this contract.

A licensee or its insurance broker shall notify the County of any cancellation or reduction in coverage within seven (7) days of receipt of insurer's notification to that effect. The contractor, licensee, permittee, or lessee shall forthwith obtain and submit proof of substitute insurance to the County Risk Manager within five (5) business days in the event of expiration or cancellation of coverage.

### **1.1 Insurance Certificate and Additional Insured Coverage**

- 1. Certificate of Insurance** – The contractor must provide a Certificate of Insurance evidencing the required insurance set forth above. The Certificate Holder should be listed as follows:

Genesee County  
Attn: Risk Management  
324 S Saginaw Street, Flint, MI 48502

**2. Endorsements** In addition, the contractor must provide the following endorsements, including but not limited to:

- a. An additional insured endorsement (equivalent in coverage to ISO form CG 20 10 and CG 20 37) naming the "Genesee County, its officials, employees and agents, all boards, commissions and/or authorities and board members, including employees and volunteers thereof" as additional insureds under the general liability policy. No person or department should be identified as the additional insured. Coverage afforded shall be considered primary and any other insurance or self-insurance, maintained by or available to the County shall be considered secondary and/or excess.
- b. An endorsement to each policy stating that such policy shall not be cancelled or reduced in coverage except after thirty (30) days prior written notice to County. Cancellation, material restriction, nonrenewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the County. If any of the required coverages expire during the term of the contract, the vendor shall deliver renewal certificates, endorsements, and/or policies to County at least ten (10) days prior to the expiration date.

In lieu of required endorsements, a copy of the policy sections, where coverage is provided for additional insured and cancellation notice, may be acceptable. Copies of all policies mentioned above shall be furnished, if so requested.

1.2 Indemnification

The Contractor agrees to indemnify, defend, and hold harmless the County, its officials, officers, agents, and employees from any and all claims, damages, or liability, including defense costs, arising out of the Contractor's performance of the Services or presence on the County's property or worksite. Contractor agrees that the insurance requirements specified in the contract do not reduce the liability Contractor has assumed in the indemnification/hold harmless section of the Contract.

# **COST PROPOSAL FORM**

(complete and submit with proposal)

## **PROJECT: RFP 2-460 Substance Abuse Treatment Services**

This proposal is to provide services to:

**Agency:** 67<sup>th</sup> District Court, Genesee County Sobriety Court  Yes  No

<b>Personnel Category</b>	<b>Hourly Rate</b>	<b>Daily Rate</b>
SAC court attendance	\$ 22.50	\$
SAC team meeting attendance	\$ 22.50	\$
SAC documentation and data entry	\$ 15.00	\$
Clinician (2)	\$ 26.00	\$
Peer Recovery Coach (2)	\$ 21.00	\$

Include Line-Item Budget Summary including administrative fees and cost per service(s) provided.

**Submitted by:**

BUSINESS NAME: Flint Odyssey House Inc

SERVICE ADDRESS: 1116 W Bristol Road

CITY, STATE, ZIP: Flint, MI 48507

CONTACT PHONE: 810-637-1547 (Kenneth Jones - direct) 810-232-7919 Office

CONTACT EMAIL: kenneth.jones@odysseyvillage.com

**SIGNATURE PAGE**  
**GENESEE COUNTY RFP #25-460**  
**Substance Abuse Treatment Services**

The undersigned represents that he or she:

1. is duly authorized to make binding offers on behalf of the company,
2. has read and understands all information, terms, and conditions in the RFP,
3. has not engaged in any collusive actions with any other potential proposers for this RFP,
4. hereby offers to enter into a binding contract with Genesee County for the products and services herein offered, if selected by Genesee County within 120 days from proposal due date,
5. certify that it, its principals, and its key employees are not "Iran linked businesses," as that term is described in the Iran Economic Sanctions Act, P.A. 2012, No. 517, codified as MCL 129.311, et seq.
6. acknowledges the following addenda \_\_\_\_\_ issued as part of the RFP:

**Conflict of Interest:**

To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other County contracts or property interest for this proposal.

OR

The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other County contracts, or property interest for this Proposal.

**Exceptions to Solicitation and/or Standard Contract:** NO  YES  (include attached statement)

Name (typed): Dr. Ronnie Tyson

Signature:  Title: Executive Director

Date: 9/30/23

Company: Flint Odyssey House Inc

Federal Employee Identification Number (FEIN): 38-2757693

DUNS Number: 078419108

**Contact Person of company representative for matters regarding this RFP**

CONTACT NAME	POSITION	Administrative Director	
1116 W Bristol Road	Flint	MI	48507
MAILING ADDRESS	CITY	STATE	ZIP CODE
810-637-1547	810-232-7913	kenneth.jones@odysseyvillage.com	
PHONE	FAX	E-MAIL	

# GENESEE COUNTY INSURANCE CHECKLIST

PROFESSIONAL SERVICES CONTRACT FOR: RFP:25-460 –Substance Abuse Treatment Services

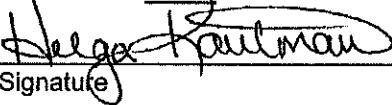
Coverage Required		Limits (Figures denote minimums)
X	1. Workers Compensation	Statutory limits of Michigan
X	2. Employers' Liability	\$1,000,000 accidental/disease \$1,000,000 policy limit, disease Including Premises/Operations
X	3. General Liability	\$1,000,000 per occurrence with \$2,000,000 aggregate Including Products/Completed Operations and Contractual Liability
	4. Professional Liability	\$1,000,000 per occurrence with \$3,000,000 aggregate Including errors and omissions
X	5. Medical Professional Liability	\$1,000,000 per occurrence \$2,000,000 in aggregate
X	6. Automobile liability	\$1,000,000 combined single limit each accident – Owned, Hired, non-owned
	7. Umbrella liability/Excess Coverage	\$5,000,000 BI & PD and PI
X	8. Genesee County named as an additional insured on other than worker compensation via endorsement. A copy of the endorsement or evidence of blanket Additional Insured language in the policy must be included with the certificate.	
	9. Other Insurance Required:	
X	10. Best's rating: A VIII or better, or its equivalent (Retention Group Financial Statements)	
X	11. The Certificate must state proposal number and title 25-460	

## Insurance Agent's Statement

I have reviewed the requirements with the proposer named below. In addition:

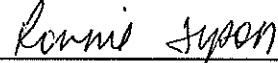
\_\_\_\_\_ The above required policies carry the following deductibles:

Auto - \$1,000 Comp/Collision Deductible

Liability policies are General Liability      occurrence  claims made \_\_\_\_\_  
 Professional Liability - Claims Made  
 Helga Kautman  
 Insurance Agent      Signature 

## Prospective Contractor's Statement

I understand the insurance requirements and will comply in full if awarded the contract.

Dr. Ronnie Tyson / Flint Odyssey House        
 Contractor      Signature

Required general insurance provisions are provided in the checklist above. These are based on the contract and exposures of the work to be completed under the contract. Modifications to this checklist may occur at any time prior to signing of the contract. Any changes will require approval by the vendor/contractor, the department, and County Risk Manager. To the degree possible, all changes will be made as soon as feasible.

**THIS ENDORSEMENT CHANGES YOUR POLICY. PLEASE READ IT CAREFULLY.**

POLICY NUMBER: **SVRD37805336**

**BLANKET ADDITIONAL INSURED(S) WRITTEN CONTRACT ENDORSEMENT**

**This endorsement modifies insurance provided under the following:**

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM**

It is agreed that:

1. Section II, Who Is An Insured, subsection 2, shall be amended to include as insured(s) any natural person or organization with which any Named Insured has a written contract (i) in effect during the policy period and (ii) executed prior to the "bodily injury", "property damage" or "personal and advertising injury" occurring or being committed, if such written contract requires that this policy include such natural person or organization as an insured hereunder. However, coverage for such insured under this endorsement is limited as follows:
  - a. If the Limits of Insurance stated in the Declarations exceed the limits of insurance required by such contract, the insurance provided by this endorsement shall be limited to the limits of insurance required by such written contract. This endorsement shall not increase the Limits of Insurance stated in the Declarations.
  - b. Such natural person or organization is an insured solely for liability for "bodily injury", "property damage" or "personal and advertising injury" caused by an "occurrence" or offense arising out of premises used to conduct your business operations that was caused solely by:
    - i. you or your "employees" acting on your behalf; and
    - ii. performed on behalf of such insured and within the scope of your written contract with such insured.
  - c. Where no coverage shall apply herein for the Named Insured, no coverage or defense shall be afforded to such insured.
2. Section I, Coverages, Coverage A Bodily Injury and Property Damage Liability, subsection 2, Exclusions, exclusion b, Contractual Liability, is amended by adding the following directly following paragraph b(2):
  - (3) Assumed in a contract pursuant to the Blanket Additional Insured(s) Written Contract Endorsement if attached to this policy.
3. Section I, Coverages, Coverage B Personal and Advertising Injury Liability, subsection 2, Exclusions, exclusion e, Contractual Liability, is amended by adding the following:

This exclusion does not apply to liability assumed in a contract pursuant to the Blanket Additional Insured(s) Written Contract Endorsement if attached to this policy.

All other terms and conditions of this policy remain unchanged.



\_\_\_\_\_  
Authorized Representative



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/22/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Helga Kautman, CISR	
Brown & Brown Insurance Services, Inc. 111 S. Leroy St. Ste 205 Fenton		PHONE (A/C, No. Ext): (810) 629-1566 FAX (A/C, No): (810) 629-7738 E-MAIL: Helga.Kautman@bbrown.com	
MI 48430		ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: ACE American Insurance Company	
		INSURER B: ACE Property & Casualty Insurance Company	
		INSURER C: The Travelers Indemnity Company	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED		NAIC #	
Flint Odyssey House, Inc. Saginaw Odyssey House, Inc. 1116 W. Bristol Road Flint MI 48507		22667	
		20699	
		25658	
COVERAGES		CERTIFICATE NUMBER: CL2532286874	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.			

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		SVRD37805336004	03/23/2025	03/23/2026	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000					
	MED EXP (Any one person) \$ 10,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
	GENERAL AGGREGATE \$ 3,000,000					
	PRODUCTS - COMP/OP AGG \$ 3,000,000					
OTHER:						
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY		CALH0862026A	03/23/2025	03/23/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$					
	BODILY INJURY (Per accident) \$					
	PROPERTY DAMAGE (Per accident) \$					
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE		SVRD37805336004	03/23/2025	03/23/2026	EACH OCCURRENCE \$ 1,000,000
	AGGREGATE \$ 1,000,000					
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	6KUB2E109906-25	03/23/2025	03/23/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 1,000,000					
	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000					
	E.L. DISEASE - POLICY LIMIT \$ 1,000,000					
A	Abuse & Molestation Professional Liability		OGLG25513642004	03/23/2025	03/23/2026	Abuse and Molestation \$2mil/\$3mil Agg Professional Liability \$2mil/\$4mil Agg

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Services Contract for: RFP:25-460 - Substance Abuse Treatment Services  
Additional Insured General Liability: Genesee County

## CERTIFICATE HOLDER

Genesee County 1101 Beach Street  Flint MI 48502	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE	

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## REFERENCES

List 3 references of similar projects

Company/Client:	Contacts:
SCAO (formerly coordinator of GCSC)	Name: Dana Baumgart Title: Problem Solving Court Analyst Phone: 810-955-6150
Dates of Service:  2020-present	Email: baumgartd@courts.mi.gov Address: City, State:

Company/Client:	Contacts:
67th District Court GCSC	Name: Honorable Judge Jessica Hammon Title: GCSC Presiding Judge Phone: 810-332-6160
Dates of Service:  2020-present	Email: jhammon@geneseecountymi.gov Address: 630 S Saginaw St City, State: Flint, MI 48502

Company/Client:	Contacts:
Attorney Shelly	Name: Shelly McFarlane Title: Attorney at Law Phone: 810-238-0506
Dates of Service:  2017-present	Email: shelly@attorneyshelly.com Address: 503 S Saginaw #919 City, State: Flint, MI 48502

# PROFESSIONAL SERVICES CONTRACT

This Contract for Professional Services (the "Contract") is by and between the County of Genesee, a Michigan Municipal Corporation, whose principal place of business is located at 324 S Saginaw Street, Flint, Michigan 48502 (the "County"), and **[Contractor Name]**, a **[State] [Entity Type]**, whose principal place of business is located at **[Contractor Address]** (the "Contractor") (the County and the Contractor together, the "Parties").

## 1. Term

### 1.1 Initial Term

The initial term of this Contract commences on **[Start Date]** and shall be effective through **[End Date]** (the "Initial Term").

### 1.2 Extension Terms

The County has the option to extend this Contract for up to four (4) additional one-year terms (the "Extension Terms").

## 2. Scope of Work

The Contractor agrees to perform the services described on Exhibit A (the "Services").

## 3. Compensation

The Contractor shall be paid a flat fee of \$ **[REDACTED]** for the performance of the Services. Upon completion of the Services, the Contractor must provide to the County an invoice in a form acceptable to the County, along with any necessary supporting documentation. The County will pay the Contractor within sixty (60) days of the County's acceptance of the invoice and supporting documentation.

## 4. Taxes.

The County is a Michigan Municipal Corporation. The Contractor acknowledges that the County is exempt from Federal Excise Tax and Michigan Sales Tax.

## 5. Contract Administrator

The contract administrator for this Contract is **[Contract Administrator]** (the "Contract Administrator"). The Contractor acknowledges that the Contract Administrator is the primary County contact for notices and instructions related to this Contract. The Contractor agrees to provide a copy of all notices related to this Contract to the Contract Administrator.

## **6. Warranties**

The Contractor warrants that:

- 6.1 The Services will be performed in a good and workmanlike manner and in accordance with generally acceptable practices in the industry.
- 6.2 The Contractor will comply with all federal, state, and local laws in the performance of the Services.
- 6.3 The Contractor will comply with the requirements of any federal or state grants used to fund or support this Contract.
- 6.4 The Contractor will obtain and maintain all applicable licenses and permits necessary to provide the Services for the entire term of this Contract.
- 6.5 The Contractor will obtain and maintain all applicable licenses and permits necessary to provide the Services for the entire term of this Contract.

The Contractor agrees to indemnify, defend, and hold harmless the County, its officials, officers, agents, and employees from any and all claims, damages, or liability, including defense costs, arising out of the Contractor's breach of these warranties.

## **7. Suspension of Work**

### **7.1 Order to Suspend Performance**

Upon written order of the Contract Administrator, the Contractor agrees to immediately suspend performance of the Services. The Contractor shall not be entitled to compensation for any Services performed during any period in which the Contract Administrator has directed that the Services be suspended.

### **7.2 Necessary Actions Before Suspension**

If immediate suspension of the Services would cause harm, injury, or damage to persons or property, the Contractor must immediately notify the Contract Administrator of the nature of such harm, injury, or damage, and obtain written authorization from the Contract Administrator to take such necessary action as to prevent or minimize such harm, injury or damage. Actions authorized by the Contract Administrator pursuant to this paragraph are compensable.

## **8. Termination**

### **8.1 Termination for Cause**

If the Contractor is in breach of any provision of this Contract, and such breach continues for fourteen (14) days after written notice is issued to the Contractor by the County of the breach, the County may terminate this Contract. Such termination for cause is effective upon receipt of the notice of termination by the Contractor.

In addition to any other remedies provided by law or this Contract, the Contractor shall be responsible for all costs incurred by the County as a result of the Contractor's breach and termination, including any costs to obtain substitute performance.

### **8.2 Immediate Termination**

If the County, in its discretion, determines that the Contractor's breach of this Contract constitutes a threat to public health, safety, or welfare, the County may terminate this Contract immediately upon notice to the Contractor.

In addition to any other remedies provided by law or this Contract, the Contractor shall be responsible for all costs incurred by the County as a result of the Contractor's breach and termination, including any costs to obtain substitute performance.

### **8.3 Termination for Convenience**

If the County determines that it is in the County's best interests, the County may terminate this Contract upon thirty (30) days written notice to the Contractor.

The County shall pay for all work properly performed up to the effective date of the notice of termination.

### **8.4 Termination for Lack of Funding**

If this Contract is funded by public funds or a grant from a public or private entity, and the funds are not appropriated or the grant is discontinued, the County may terminate this Contract by written notice specifying the date of termination.

The County shall pay for all work properly performed up to the effective date of the notice of termination.

## **9. Nondiscrimination**

The Contractor covenants that it will not discriminate against an employee or applicant of employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual identity, gender, gender identity, gender expression, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position, and that it will require the same non-discrimination assurances from any subcontractor who may be used to carry out duties described in this contract. Contractor covenants that it will not discriminate against businesses that are owned by women, minorities or persons with disabilities in providing services covered by this Contract, and that it shall require the same assurances from subcontractors. Breach of this covenant shall be regarded as a material breach of this contract.

## **10. Freedom of Information Act**

This Contract and all attachments, as well as any other information submitted by the Contractor to the County, are subject to disclosure under the provisions of MCL 15.231, *et seq.*, known as the "Freedom of Information Act".

## **11. Intellectual Property**

Any intellectual property created by the Contractor in the performance of the Services shall be considered a work made for hire, and any and all rights in such intellectual property shall belong solely to the County. Upon the County's request, the Contractor agrees to execute any documents necessary to convey ownership of such intellectual property to the County.

## **12. Audit Rights**

### **12.1 Certification of Accurate Information**

Contractor certifies that all information provided to the County by the Contractor relating to the award or modification of this Contract, or any payment or dispute related to this Contract, is true and correct. The Contractor further certifies that its accounting system conforms to generally accepted accounting principles.

### **12.2 Inspection**

The Contractor agrees that the County may inspect the Contractor's plant, place of business, or worksite to ensure compliance with the terms of this Contract. If this Contract is funded or supported with any state or federal grant funds, the state or federal agencies responsible for administering the applicable grants may examine the Contractor's plant, place of business, or

worksite to ensure compliance with the terms of this Contract and the terms of the applicable grant.

#### 12.3 Audit

The Contractor agrees that the County may examine the Contractor's records to ensure compliance with the terms of this Contract. If this Contract is funded or supported with any state or federal grant funds, the state or federal agencies responsible for administering the applicable grants may examine the Contractor's records to ensure compliance with the terms of this Contract and the terms of the applicable grant.

#### 12.4 Records Retention

The Contractor agrees to maintain any business records related to this Contract or the Contractor's performance under this Contract for a period of at least three (3) years after final payment.

### 13. Identity Theft Prevention

- 13.1 In the event that the Contractor will obtain identifying information during the performance of the Services, the Contractor must take reasonable precautions to ensure that such identifying information is protected from unauthorized disclosure and is used only for the purpose of performing the Services.
- 13.2 For the purposes of this Paragraph, "identifying information" means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including but not limited to name, address, telephone number, social security number, date of birth, driver's license number, taxpayer identification number, or routing code.

### 14. Insurance Requirements and Indemnification

The Contractor shall at all times maintain in full force and effect for duration of the term of this agreement the following insurance coverages. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan, having an AM Best rating of at least A- and acceptable to Genesee County. *In addition, the County reserves the right to modify or waive at any time any applicable insurance requirements based on the scope of services provided at the discretion of the County's Risk Manager or other authorized representative of the County.*

**Commercial General Liability Insurance** on an "occurrence basis" with minimum limits of \$1,000,000 per occurrence and a \$2,000,000 aggregate limit. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds. Coverage

shall be primary and non-contributory, including a waiver of subrogation in favor of the County.

**Workers' Compensation Insurance** – as required by and in accordance with all applicable statutes of the State of Michigan, including Employers' Liability Coverage.

**Automobile Liability** – Including Michigan No-Fault coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owned, non-owned, and hired vehicles. Limits may be satisfied using primary and excess/umbrella liability policies. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds.

**Medical Professional Liability Insurance** – in an amount not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. If this policy is a claims made form, the Contractor shall be required to keep said policy in force, or purchase "tail" coverage for a minimum of three (3) years after the termination of this contract.

A licensee or its insurance broker shall notify the County of any cancellation or reduction in coverage within seven (7) days of receipt of insurer's notification to that effect. The contractor, licensee, permittee, or lessee shall forthwith obtain and submit proof of substitute insurance to the County Risk Manager within five (5) business days in the event of expiration or cancellation of coverage.

#### 14.1 Insurance Certificate and Additional Insured Coverage

**1. Certificate of Insurance** – The contractor must provide a Certificate of Insurance evidencing the required insurance set forth above. The Certificate Holder should be listed as follows:

Genesee County  
Attn: Risk Management  
324 S Saginaw Street, Flint, MI 48502

**2. Endorsements** In addition, the contractor must provide the following endorsements, including but not limited to:

- a. An additional insured endorsement (equivalent in coverage to ISO form CG 20 10 and CG 20 37) naming the "Genesee County, its officials, employees and agents, all boards, commissions and/or authorities and board members, including employees and volunteers thereof" as additional insureds under the general liability policy. No person or

department should be identified as the additional insured. Coverage afforded shall be considered primary and any other insurance or self-insurance, maintained by or available to the County shall be considered secondary and/or excess.

- b. An endorsement to each policy stating that such policy shall not be cancelled or reduced in coverage except after thirty (30) days prior written notice to County. Cancellation, material restriction, nonrenewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the County. If any of the required coverages expire during the term of the contract, the vendor shall deliver renewal certificates, endorsements, and/or policies to County at least ten (10) days prior to the expiration date.

In lieu of required endorsements, a copy of the policy sections, where coverage is provided for additional insured and cancellation notice, may be acceptable. Copies of all policies mentioned above shall be furnished, if so requested.

#### **14.2 Indemnification**

The Contractor agrees to indemnify, defend, and hold harmless the County, its officials, officers, agents, and employees from any and all claims, damages, or liability, including defense costs, arising out of the Contractor's performance of the Services or presence on the County's property or worksite. Contractor agrees that the insurance requirements specified in the contract do not reduce the liability Contractor has assumed in the indemnification/hold harmless section of the Contract.

#### **15. Independent Contractor**

The Contractor and its agents and employees are independent contractors and are not the employees of the County.

#### **16. General Provisions**

##### **16.1 Entire Contract**

This Contract, consisting of the following documents and Exhibits, embodies the entire Contract between the Parties.

16.1.1. The Contract – This Professional Services Contract

16.1.2. Exhibit A – The Scope of Work

There are no promises, terms, conditions, or obligations relating to the Services other than those contained herein. In the event of a conflict between this Contract and any Exhibit, the terms of this Contract shall control.

## 16.2 No Assignment

The Contractor may not assign or subcontract this Contract without the express written consent of the County.

## 16.3 Modification

This Contract may be modified only in writing executed with the same formalities as this Contract.

## 16.4 Binding Effect

The provisions of this Contract shall apply to and bind the heirs, executors, administrators, and assigns all of the parties hereto.

## 16.5 Headings

The paragraph headings in this Contract are used only for ease of reference, and do not limit, modify, construe, and or interpret any provision of this Contract.

## 16.6 Governing Law and Venue

This Contract is entered into under the laws of the State of Michigan. Any litigation between the Parties arising out of this Contract must be initiated within two years of the cause of action accruing and must be brought in a court of competent jurisdiction in Genesee County, Michigan.

## 16.7 Subpoena Power

The Contractor acknowledges and understands that the Chairperson of the Genesee County Board of Commissioners, pursuant to MCL 46.3(5), as amended, has the power to administer oaths, issue subpoenas, and compel a person's attendance in the same manner as a court of law. The Contractor agrees to submit to this power with respect to this Contract.

## 16.8 Severability and Survival

In the event that any provision of this Contract is deemed by any court of competent jurisdiction to be legally ineffective, such decision shall have no effect on the remaining provisions of this Contract.

## 16.9 Interpretation

Each Party has had opportunity to have this Contract reviewed by legal counsel and has had equal opportunity to contribute to its contents. In the event of any dispute concerning the interpretation of this Contract, there shall be no presumption in favor of any interpretation solely because the form of this Contract was prepared by the County.

## 16.10 Remedies

All remedies specified in this Contract are non-exclusive. The County reserves the right to seek any and all remedies available under this Contract and applicable law in the event that the Contractor fails to abide by the terms of this Contract.

IN WITNESS WHEREOF, the Parties have caused this Contract to be executed by their duly authorized agents.

**CONTRACTOR NAME**

By: \_\_\_\_\_  
[Name]  
[Title]

Date: \_\_\_\_\_

**COUNTY OF GENESEE**

By: \_\_\_\_\_  
Delrico J. Loyd, Chairperson  
Board of County Commissioners

Date: \_\_\_\_\_

## **EXHIBIT A**

### **Description of the Services**

This information will be provided upon mutual agreement between the County and selected vendor.

DRAFT

## NATURE OF SERVICES PROPOSED

### 1. BUSINESS ORGANIZATION

Flint Odyssey House, Inc.  
Administrative Offices and Outpatient  
1116 W. Bristol Rd  
Flint, MI 48507  
Phone: 810-238-5888

FOH-Saginaw (Women's Residential)  
128 N. Warren Ave.  
Saginaw, MI 48607  
Phone: 989-754-8598

Residential and Withdrawal Management  
1044 W Bristol Rd  
Flint, MI 48507

CIC (Community Involvement Center)  
932 Beach Street  
Flint, MI 48502

Port Huron Odyssey House  
Intensive and Traditional Outpatient  
718 Griswold  
Port Huron, MI 48060

### Recovery Housing Locations

1205 Garland, Flint MI  
1215 ML King, Flint MI  
1219 ML King, Flint MI  
1303 ML King, Flint MI  
1316 ML King, Flint MI  
1320 ML King, Flint MI  
2420 Norbert, Flint MI  
617 Cottage Grove, Flint MI  
721 Frost St, Flint MI  
800 Oak St, Flint MI  
1431 Lapeer Ave, Port Huron MI  
1239 Michigan Ave, Saginaw MI  
524 11<sup>th</sup> St, Saginaw MI  
617 Bond St, Saginaw MI

1207 Garland, Flint MI  
1216 ML King, Flint MI  
1220 ML King, Flint MI  
1310 ML King, Flint MI  
1316 ML King, Flint MI  
1631 Neome, Flint MI  
615 Marquette, Flint MI  
619 Cottage Grove, Flint MI  
725 Frost St, Flint MI  
902 Marquette, Flint MI  
2414 Petit, Port Huron MI  
1241 Michigan Ave, Saginaw MI  
514 Holland, Saginaw MI

FOH maintains the following Licenses with the Michigan Department of Licensing and Regulatory Affairs: Substance Abuse programs.

License #	National Provider Identification #	Service Category	Location (City/State)
250412	1538450267	Outpatient	1116 W Bristol, Flint MI
250412	1538450267	Intensive Outpatient	1116 W Bristol, Flint, MI
250411	1841325172	Residential	1044 W Bristol, Flint MI
250411	1841325172	Outpatient	1044 W Bristol, Flint MI
250411	1841325172	SARF	1044 W Bristol, Flint MI
250411	1841325172	Case Management	1044 W Bristol, Flint, MI
250411	1841325172	Integrated Treatment	1044 W Bristol, Flint, MI
250411	1841325172	Peer Recovery and Support	1044 W Bristol, Flint, MI

(All Flint Odyssey House Locations are within a 1.5 mile radius of Genesee County Chemical Dependency Court Locations)  
**Flint Odyssey Inc.** is a multi-service substance use disorder and co-occurring mental health treatment program licensed by Michigan Department of Licensing and Regulatory Affairs (LARA) and is contracted with Region 10 Pre-paid Inpatient Health Plan (PIHP) which includes the St. Clair County Mental Health / SUD **access center** for the treatment of **substance use disorders (SUD)** and co-occurring **mental health (MH)** disorder. FOH has maintained Commission for Accreditation of Rehabilitation Facilities (CARF) accreditation since 1992. **Flint Odyssey House Inc.** mission is to provide primary, secondary, and tertiary substance use disorder prevention and/or treatment and/or co-occurring mental health services to Genesee County residents and statewide women's specialty programs. The mission of Flint Odyssey House naturally lends itself to serving a diverse population of individuals and families, from all walks of life. Our primary goal is to indirectly prevent ten people from abusing drugs or alcohol for every one person who is treated, with a principle goal of interrupting the intergenerational cycle of poverty, violence, criminality and substance use disorders by providing community reintegration. Flint Odyssey House Inc. provides short and long term residential services based on evidence based practices, including the modified therapeutic community. Flint Odyssey outpatient treatment continuum includes day treatment, intensive outpatient, enhanced outpatient services, recovery housing, and enhanced women specialty services, and includes peer support services at all levels of care. FOH staff will seek PIHP access level of care (LOC) authorization based on biopsychosocial assessment scheduled within twenty four hours of referral wherever possible, and always within a reasonable timeframe. Flint Odyssey House will develop an individualized plan of service (IPOS) in consultation with chemical dependency court staff before the third treatment session to

assist treatment court participants and staff.

## **2. PROGRAM SERVICE DESCRIPTION**

### **ASSESSMENT**

FOH completes a comprehensive assessment for all individuals seeking enrollment in any of our treatment levels of care (excluding prevention and recovery housing). For individuals enrolled through the PIHP (Region 10), which covers any block grant or Medicaid-funded clients, an ASAM Continuum assessment is conducted. This extensive assessment consolidates and analyzes the information provided during the clinical interview and presents a recommended level of care (LOC). For individuals not requiring authorization through the PIHP (i.e. clients with commercial insurance), (FOH) currently provides a two part biopsychosocial assessment (**BPS 1 & 2**) throughout the continuum of care which is a combination of a number of screening tools and assessments.

**BPS1** includes Mental Health and Lethality Assessment tools that may include the C-SSRS (Columbia-Suicide Severity Rating Scale), the SAFE-T (Suicide Five-Step Evaluation and Triage), the SBQ-R (Suicide Behaviors Questionnaire), and the 'A Collaborative Outcome Research Network Severely Persistent Mental Illness' adult version (ACORN. SPMI-Adult). Additionally, individuals served will be screened for trauma history utilizing the TSQ (Trauma Screening Questionnaire). Substance Use Disorder Assessment tools may include versions of the UNCOPE / CRAFFT, MAST and/or DAST, CAGE, ASUS, and other generally accepted tools for screening and/or self-report questionnaires.

Professional staff providing BPS 1 screening and/or assessments are minimally credentialed by Michigan Certification Board of Addiction Professionals (MCBAP) as a Certified Alcohol and Drug Counselor (CADC) or have a development plan accepted by MCBAP. The BPS 1 screening tool is designed for problem identification using evidence based screening tools.

The **BPS 2** is completed by the assigned primary substance abuse counselor or co-occurring mental health therapist. A person referred whom screens positive for co-occurring mental health is assigned to a master's level therapist for co-occurring mental health diagnosis and an individual plan of service. The BPS 2 further assesses chronic disease complexity in terms of medications regimen and compliance, recovery capital, sexuality (gender identity and expression), housing status, perceived impact of culture and ethnicity, spiritual and religious beliefs, financial, employment, and disability status, employment and educational status.

### **Infectious Disease Screening**

Flint Odyssey House provides Screening for Infectious Diseases among Substance Abusers, Treatment Improvement Protocol. Series No. 6; published by Genesee County Health Department Disease Control Office during the BPS 1. The instrument focuses on those infectious diseases that are a significant public health problem because of the risk of transmission to others. It is designed to identify aspects of a consumer's lifestyle and behavior that may place him or her at risk for certain infectious diseases. It contains

notes to the interviewer and suggested introductory statements that may be used to explain the purpose of the questions to the interviewee. This instrument also indicates for each question the disease(s) for which an increased risk may be present when an affirmative answer is given, and the recommended referral actions to be taken. Flint Odyssey House has a business associate's agreement with Wellness Services Inc. Wellness Inc. provides HIV and other STI education and testing services onsite at our residential and outpatient program sites. Wellness Inc. and also provides Naloxone training and kit distribution at our residential and outpatient program sites.

The combined BPS1 / Infectious Disease screening, and BPS 2 chronic disease complexity assessment data is a clinical interview designed to create an integrative formulation and therapeutic alliance to provide a basis for mutually agreed upon need statements and individual plan of service. Flint Odyssey House utilizes the ASAM Patient Placement Criteria (currently 3<sup>rd</sup> edition, moving to the 4<sup>th</sup> addition in FY26) for level of care definitions further described in the next section. FOH levels of care range from Early Intervention to Residential Treatment and Withdrawal Management, also including recovery housing and peer support services. These programs make up the **FOH Continuum of Care**. FOH maintains a working relationship with many service providers in order to best meet the needs of persons we serve.

### **FOH Continuum of Care**

#### **OUTPATIENT**

FOH Outpatient services are offered in a non-residential setting by appropriately credentialed addiction personnel. Regularly scheduled sessions may include individual, family and / or group sessions. In the early phase of treatment, and individual will participate in an ASAM Continuum or Bio-psycho-social assessments 1 & 2 (within 3 days of admission), individualized treatment planning, and appropriate documentation of admission and progress will be communicated to the sobriety court staff. FOH outpatient includes a wide variety of interventions in order to meet the individualized needs of those seeking services. As an individual's needs change, the frequency and/or duration of services may be increased or decreased as medically necessary. The ASAM levels correspond with planned hours of services, in an individual, group and / or family therapy setting during a week and as scheduled with the individual. The treatment occurs in regularly scheduled sessions, usually totaling fewer than nine (9) contact hours per week.

Clinic hours vary based on appointment and need, and operate Monday – Saturday. Services provided at the outpatient sites include co-occurring services (MH / SUD), Women's Specialty services, specialized Trauma Informed groups (Seeking Safety), and psychoeducational group sessions (didactic therapy). Individual therapy is offered by appointment, with available times Monday – Friday from 8:30am – 5:00pm. Evening and Saturday appointments are available on an as-needed basis. To accommodate those with barriers such as transportation or a rigorous work schedule, virtual services are also offered by appointment. Evening Groups are made available as client needs dictate. During outpatient treatment, a variety of group modalities are employed,

including accountability and concept groups, evidence-based groups that may include MET, CBT, and DBT, and psychoeducational sessions. These sessions are designed to provide education on a variety of topics that will assist clients in gaining essential awareness of mental health and substance abuse issues in order to make more informed decisions about their personal recovery journey. A wide variety of topics are addressed during these didactics. Examples include Symptoms and Phases of Addiction, The Effects of Alcohol and Other Drugs on the body and mind, The Interplay between SUD and MH disorders and drug interactions, Brain Chemistry, Recovery Pathways, Coping Skills, Family Dynamics, Self-Defeating Behaviors, Refusal Techniques, Developing Support Networks, Grief Issues and Dealing With Trauma, and many more.

## **INTENSIVE OUTPATIENT**

FOH offers an Intensive Outpatient Program (IOP) as part of its outpatient continuum of care. The program provides individual therapy, group therapy, recreation and recovery supports sessions, and education sessions (didactics) as part of the standard operation. Women's Specialty programming is available in the IOP program. Women's specialty programming includes child sitting services when available, and peer support services. In addition, case management and peer recovery coach services are available to clients enrolled in the program as needed or requested by the client. Case management services are utilized to link program participants with needed community resources such as food, shelter, clothing, employment services, legal services, etc. Recovery coaches are utilized to provide clients with a resource to link with recovery supports such as 12

step meetings or other recovery pathways, and to provide safe transportation to needed appointments as appropriate. IOP operates 3-5 days per week, 3 hours per day, for a total of 9 to 19 direct service hours per week. Each treatment day consists of a minimum of one 90-minute group therapy session, and one 90-minute didactic session. A minimum of once weekly, each client is provided an individual therapy session. In order to remove barriers to treatment, FOH offers transportation to clients enrolled in IOP and our Day Treatment program.

Evidenced-based practices utilized in the IOP include Seeking Safety, Cognitive-Behavioral Therapy (CBT), Dialectical Behavioral Therapy (DBT), and Motivation Enhancement Therapy (MET). Seeking safety is a gender-specific group, with both a men's and a women's group being offered weekly. The curriculum of IOP includes a wide range of topics designed to improve insight, emphasize coping skills, improve relapse prevention skills, develop recovery supports, and gain skills that are necessary for long-term recovery. General topic areas include 'Self-Diagnosis', 'Support Systems', 'Family Dynamics', and 'Relapse Prevention'. Twice monthly (at a minimum), education and support are offered by community partners (such as Wellness), to provide information on topics such as HIV and STDs, as well as medical topics (provided by our partnership with Michigan State University Medical school and presented by medical interns).

Recreational therapy is offered at least monthly in IOP. FOH utilizes outdoor activities including volleyball, horseshoes, bocce ball and badminton for those who are physically

able to participate. Nature walks are also utilized as part of a focus on relaxation and meditation, teaching the recovery skill of being present in the here and now. Clinical staff participate in these activities with clients, and consultants are utilized for special programming such as Tai Chi and meditation skill-building. FOH also sponsors an annual softball tournament, called the 'Serenity Softball Tournament'. Participants in any of FOH programs are invited and encouraged to participate. Area agencies are invited, and participation often includes 10-12 teams in addition to FOH's team, representing agencies such as New Paths, Sacred Heart, and labor unions. The event is held at the Union City Ball Fields in Flint.

Although the clinic operates Monday – Friday, the Program Coordinator and Clinical Director are also on call after hours and on the weekend. Participants in need of assistance after hours or on the weekend can contact the main residential facility (810) 238-0483, with executive staff available 24 hours per day.

Eligibility for admission into the IOP program is determined based on the assessment, including reliance on the ASAM Patient Placement Criteria. Staff providing services in the Intensive Outpatient Program include licensed, Master's level clinicians, Certified Alcohol and Drug Counselors (CADC) or individuals who have a registered development plan with MCBAP toward the CADC.

### **Clinically-Managed IOP (formerly Day Treatment)**

An integral program in the outpatient continuum of care offered by FOH is the clinically managed IOP. The general operating hours of FOH the program is Monday – Friday

from 9:00am – 2:00pm. This intensive program is intended for individuals who have significant impairment in multiple areas (substance use disorder, mental health disorders, concomitant medical issues, etc.), but who do not require residential treatment or hospitalization. Determination of eligibility for this level of care is based on a comprehensive assessment, including ASAM Patient Placement Criteria (currently the 3<sup>rd</sup> addition, with the 4<sup>th</sup> addition being implemented in FY26). Protective factors are an important consideration in determining eligibility for the program, taking into account a client's support network, history and length of previous episodes of recovery, assessed ability to interrupt cravings, emotional / behavioral stability, and motivation. Clinically-Managed Intensive Outpatient Treatment offers the client a unique ability to receive intensive treatment services during the day, and to return home at night with an opportunity to practice some of the skills learned during the treatment day. The program is structured to include individual, group, didactic, and recreation therapies. Other consultative contacts also take place. Each day includes two group sessions in the morning followed by a nutritious lunch (provided as part of the program), and an afternoon group session. FOH offers transportation to participants in the program when available in an effort to remove one of the common barriers to treatment. For those living outside of the boundaries of our transportation service, FOH offers bus passes and, in some cases, Your Ride passes. The Program also serves participants meeting criteria for Women's Specialty.

Consultative services include Wellness presentations covering a range of topics including HIV education, STI's, and prevention.

FOH incorporates a number of evidence-based practices in the Intensive Outpatient Program. One component of the program is the morning 'Accountability Group'. This group is gender-specific, and the main focus is just what the name implies: Accountability. Participants learn to be accountable for their recovery choices, identify feelings and flawed thinking (utilizing techniques from Cognitive-Behavioral Therapy), and to practice accountability with peers. The women's Accountability Group includes the EBP 'A Women's Path to Recovery', facilitated at least twice weekly. Once weekly, both the women's and the men's Accountability Group is a structured 'Seeking Safety' group, focusing on substance use disorder and PTSD. The Accountability Groups also incorporate DBT practices, particularly mindfulness, at least once weekly. The Day Treatment Program incorporates techniques of Motivational Enhancement Therapy, and all staff are fully trained in Motivational Interviewing. The program structure includes a didactic session five times weekly. A wide array of topics are presented, designed to provide essential information that will assist individuals in gaining awareness of substance use disorders, mental health disorders, recovery strategies, relapse prevention strategies, medication management, relationship issues, family dynamics, brain chemistry, and much more. Additionally, multiple pathways to recovery are presented. The sessions utilize a variety of methods to gain the interest and attention of participants – it may be a traditional 'chalk talk' with the presenter utilizing a blackboard or white board, it may be interactive exercises that engage the clients deeply in the learning experience, or it may include films and other media. Clients are provided with feedback tools to measure what they gained from the session, including response

sheets or a ‘check out’ exercise that gives the client an opportunity to express what was learned during the session. The final group of the Program is the afternoon peer-led coaching group. This group is designed to ‘pull it all together’, allowing clients an opportunity to process what was gained throughout the treatment day, to discuss issues that they may be experiencing at home after treatment hours, and to identify their commitment for the evening and/or weekend with respect to relapse prevention and recovery activities. The group incorporates CBT approaches, role playing, creative exercises, mindfulness, and more. Participants are given an opportunity during the ‘check out’ process to share highs and lows of the day, resentments and appreciations, and any other issues the client needs to discuss.

The Program incorporates Recreation Therapy during the course of treatment, striving to provide opportunities to incorporate fun in recovery. These sessions are conducted by the clinical staff, and include physical activities such as volleyball, horseshoes, bocce ball, or badminton. At least once or twice monthly, the recreation session involves a ‘nature walk’, focusing on relaxation and teaching the recovery skill of staying in the moment. For clients with limited ability to participate physically, recreation sessions may include creative exercises and lower impact physical activities such as Tai Chi or Yoga, facilitated by community partners. FOH also offers activities outside of the treatment schedule, typically on a quarterly basis. These activities have included trips to professional basketball or baseball games, amusement parks, and conventions of Alcoholics Anonymous and Narcotics Anonymous. These offerings are optional, but provide an important opportunity for clients to engage in social activities without the use

of substances. Generally, these events are provided at no cost to clients, paid for through donations (of event tickets, etc.) and from FOH funds.

If a client needs assistance after treatment or office hours, they are encouraged to contact the residential facility. Staff are available 24 hours a day, and are able to contact on-call staff from the outpatient component, including the Program Coordinator and Clinical Director. If a client phones the Outpatient facility, the message directs them to call 911 in a life-threatening emergency, or to call the residential facility for issues that are not life-threatening.

## **CASE MANAGEMENT SERVICES**

FOH provides case management services to persons served across the continuum of care. It is the policy of FOH for all Counselors/Clinicians to be responsible for the coordination of care for all assigned clients and to provide a welcoming atmosphere to all persons served. The case manager is responsible to make referrals and maintain contact with outside agencies as needed, including: legal, CPS, mental health providers, charitable organizations for food / clothing, etc. (so long as appropriate consent is given). Case managers will assist clients in linking with needed services in the community. This will include coordination of care with medical professionals as appropriate. Case managers will assist clients with insurance applications, offer availability of access to online services that the client may need, provide transportation as appropriate for appointments or community resources, and offer guidance in obtaining needed services. The case manager will research available resources to meet the needs of the client and will link the client to the appropriate personnel at

community agencies. If appropriate, the case manager will accompany the client to court appointments, CPS meetings, medical appointments, and provide essential information for coordination with these agencies.

In an effort to improve retention, case managers will make contact with clients who did not keep scheduled appointments, and if needed, coordinate transportation to the facility if that is a barrier for the client. The combination of therapeutic services and case management will create a welcoming atmosphere that will improve client motivation and retention in needed services, and support relapse prevention. Case managers will support client recovery by linking the client with pathways that may include 12 step meetings, church organizations, or other resources, in collaboration with recovery coaches as available.

The provider will promote the availability of case management services at the start of treatment, and throughout the client's treatment stay. During the orientation process, the client will be informed of the availability of the service, and encouraged to speak with his/her counselor to discuss case management needs. Clinical staff will provide information about case management services during group and individual sessions, and encourage the utilization of these services to promote overall wellness and improve the success of the client's treatment experience. As a client may share issues with respect to community resource needs, medical needs, etc., the clinical staff will refer the client to the appropriate case manager to assist in meeting the client's needs.

FOH will continually seek to improve case management services, as this will lead to improved outcomes for persons served. To this end, the FOH clinical staff and administration will strive to consistently find new resources for clients, to share findings with each other in staff meetings and case conferences, and to maintain a list of resources to distribute among staff. Expansion of case management services may include direct contact with agencies such as area hospitals, where the case manager can meet potential clients in the ER or in collaboration with the hospital social workers or liaisons. Through this connection, the case manager can impact the rate at which potential clients follow through in seeking needed services after discharge from the hospital.

### **Recovery Housing**

Rubicon Recovery Housing is offered in a structured consumer led facility located in a community setting. Rubicon Recovery Housing provides a structured alcohol and drug free environment for congregate living that shall offer regularly scheduled peer recovery coach led support groups that are held a minimum of five (5) days per week to provide recovery education groups weekly. FOH has demonstrated successful outcomes through providing a thirty day period of stabilization where peer accountability is utilized to establish trusting relationships with other Rubicon Housing Recovery residents.

### **Recovery Coach / Peer Support Services**

Peer Support services are provided as a means for individuals in recovery, their families, and their community allies and are critical recovery capital that can effectively extend, enhance, and improve formal treatment services. Support services are

designed to assist individuals in achieving personally identified goals for their recovery by selecting and focusing on specific services, resources, and supports. These services are available within most communities employing a peer-driven, strength-based, and wellness-oriented approach that is grounded in the culture(s) of recovery and utilizes existing community resources.

## **RESIDENTIAL SERVICES**

Flint/Saginaw Odyssey House Inc., (FOH/SOH) is both a short and long term (30 day to 12 month residential) psychiatrically orientated Modified Therapeutic Community (MTC) for the treatment and prevention of alcohol and substance use disorders. The TC model has been modified to specifically meet the specialized needs of those with co-occurring disorders and for the women's specialty population. Therapeutic Communities are highly structured continuums of care in which the primary goals are the treatment of substance abuse and/or other behavioral health needs and the fostering of personal growth leading to abstinence and overall responsibility for recovery wellness goals. The MTC employs community-imposed consequences and earned privileges as part of the recovery and growth process. In addition to daily didactics, group and individual counseling, the residents are assigned responsibilities within the MTC setting. Residents and staff members act as facilitators, emphasizing personal responsibility for one's own life and self-improvement. The MTC emphasizes the integration of an individual within his or her community and progress is measured within the context of the therapeutic community's expectation.

Behavior modification, Cognitive Behavioral Therapy, Dialectical Behavioral Therapy, Social Learning Theory, Motivational Interviewing, Motivational Enhancement Therapy,

Experiential Therapy and Reality Based Supportive Therapy, as well as peer confrontation are incorporated into the MTC Model during treatment interactions. Group topics are focused on changing and/or altering self-defeating behaviors and thought patterns that have been known to limit the maintenance of successful relapse prevention plans. Our Comprehensive Family Based Service (CFBS) allows parents with children, intact family units and those who wish to have visitation with their children into the program. Combining service coordination for these complex cases entering today's treatment services is an essential part of the MTC and CFBS.

We are proposing to serve adult men and women eighteen years and older who meet the Diagnostic and Statistics Manual of Mental Health Disorders (DSM-5) criteria for a substance use disorder. They will also meet the specifications within the Dimensions of the American Society of Addiction Medicines (ASAM) patient placement criteria for Residential Treatment. The CFBS is able to serve families with children from birth to 17 years old.

Residential Level 3.5 (clinically managed residential) will serve those with a moderate to high level of severity substance use disorders. It will primarily focus on the habilitation approaches that assist in the development of life skills and addresses limited educational and vocational experiences, social and behavioral issues, extensive criminal backgrounds and anti-social value systems. Due to the significant social and psychological problems of residents entering at this level of care, they will receive several in-depth assessments to determine primary addiction, psychosocial, psychological, psychiatric and medical history. The staff psychologist assesses clients on an as needed basis for psychiatric co-morbidity during their first month of treatment.

Clients who are diagnosed as having psychiatric/psychological problems are scheduled for psychiatric consultations with our full-time Nurse Practitioner or the Access Center at Genesee Health System (GHS). These clients are case managed and receive periodic medication reviews by FOH or another provider if necessary. During this phase of treatment, the clients learn to discipline themselves and familiarize themselves with the Odyssey House philosophy and treatment process. Counseling and other services provided during this framework include the following: Didactic Educational Series, Group Counseling, Individual Counseling, Family Counseling, Psychological Testing, History & Physical & Medical Assessment, Communicable Disease Screening, Psychiatric/Psychological Consultation, Vocational Counseling & Referral Placement, Exercise, Leisure and Recreational Counseling and Peer Support Services. Once stabilized, the resident would be stepped down to Residential 3.1 or Outpatient Level of Care depending on preferences and resident needs.

Residential 3.1 will serve those with moderate to severe SUD disorders and will focus on practical application of skills learned. Learning to apply recovery skills, preventing relapse, improving emotional functioning, promoting personal responsibility and reintegration back into the larger community. This is the primary focus of the MTC, fostering personal growth and responsibility, while promoting re-socialization.

According to ASAM, Residential 3.1 should focus on Dimensions five and six and this is similar to BSAAS Treatment Policy # 10.

During the 2024/2025 fiscal year, we completed nearly 10,000 drug/alcohol screens.

87% of those were negative for drug/alcohol use. Of those positive: 69% were from

prescribed medication, 26% were new clients and 5% were reported relapses. This data was collected from all programs.

During Level 3.5 or Intensive Residential, the resident is involved in minimally 20-30 clinical hours of services weekly Monday through Sunday and Life Skills/Self Care activities are conducted daily with a minimum of 20 hours weekly. Those being served at Level 3.1 or Low Intensity Residential, receive 9-19 hours of clinical services per week Monday through Sunday. Life skills and self-care are provided daily and residents receive at least five hours per week. Due to the availability of less clinical staff on the weekends/holidays, there are less clinical services offered during these times. These are a list of current groups being offered in residential treatment:

Men or Women's Issues Groups, Men or Women's Health Groups, Women's RARE Group (Explores today's Urban Culture with African American Women and how it impacts them), Forever Mother's Group (specialized grief group coping with the loss and separation of children), Men or Women's Grief Group, Problem Resolution Group, Parenting Classes, Family-Focus Groups, Men or Women's Trauma Group- Seeking Safety, Stress and Anger Management, Relapse Prevention, DBT Group, Meditation Group, Tia Chi Group, Nutrition Class and Recreational Group Activities. Morning and Evening Meeting are conducted daily. Three to four groups are offered Monday through Friday and two to three groups are offered on weekends/holidays. Other activities such as CA, AA, NA, DRA, Celebrate Recovery and church are offered at various times throughout the week (in house and/or out house).

Flint Odyssey House provides a full continuum of care from Residential to Outpatient and includes Recovery Housing/Peer Coaching. We are easily able to transfer clients from one component to the next. For all planned discharges, and if able for unplanned discharges, (with client cooperation) the Case Manager/Counselors are expected to link clients with a scheduled appointment at the next Level of Care, including name, location, date and time of the appointment. In the event of an unplanned discharge, all staff are trained in completing an aftercare plan and expected to attempt to complete an aftercare with the client before the exit. Planned discharge decisions are based on Medical Necessity and utilizing ASAM Discharge criteria for the appropriate Level of Care. Transportation is provided or arranged as needed.

**Transportation.** As part of FOH's continuing effort to remove barriers to treatment, a full-time driver for residential and a part-time driver is employed to serve our outpatient and recovery housing programs. In the event that a client needs transportation assistance, a process is in place that allows for safe transportation at no cost to the program participant. Flint Odyssey House owns multiple 15 passenger vans to transport clients.

**Child Sitting Services.** At times, a client may need child sitting services in order to participate in treatment. FOH has secured affiliation with child care providers, and our residential programs employ day care staff to allow clients to participate in services.

### **3. THE ADMISSION PROCESS**

**Eligibility / Funding.** When a client is referred to Flint Odyssey House, a determination is made by staff as to the client's current status with respect to insurance. If the client is uninsured, FOH staff will assist the client in applying for coverage under the Medicaid Expansion (Healthy Michigan Plan) if eligible. If the client is already insured under a Medicaid plan, FOH staff will coordinate with Region 10's access departments (either GHS or St Clair CMH as of this writing) in order to get authorization to provide services for the client. If the client has commercial insurance, FOH staff will determine if the agency is on panel with that insurance provider, and will initiate the proper procedures as established by the payers in order to get authorization for treatment services. Under no circumstances will the lack of insurance, underinsurance, or inability to reach Access or the commercial provider prevent a client from receiving services at Flint Odyssey House. FOH operates on a "mission first" basis, placing the provision of needed services ahead of reimbursement for those services. Additionally, the client will not be held financially liable for services rendered while we are attempting to secure reimbursement.

**The Admission Process.** Admission into FOH programs can be set up in a variety of ways. In many cases, a client can phone or walk in to the administration building of FOH at 1116 W Bristol Rd, and staff will assist the client in navigating the proper channels to get admitted. The client can also contact the Access Department at Region 10 to obtain a referral for services. In this case, Access will put an appointment on FOH's electronic calendar in the provider system (Mix). Regardless of appointment

availability within the Mix calendar (outpatient), which may show the soonest appointment as a week or more out, we encourage the client to contact the office to schedule a walk-in if an appointment is needed sooner. Once here for the admission, a credentialed staff person will conduct an intake assessment. The interview is guided by our proprietary electronic health record, utilizes evidence-based tools, and is intended to identify the needs of the client and to determine the appropriate level of care (see “ASSESSMENT” section of this proposal). Staff completing the intake assessment will include licensed Master’s level clinicians, Certified Addictions Professionals, and individuals under a Development Plan with the Michigan Certification Board of Addictions Professionals under the supervision of Certified and/or licensed professionals.

Once the initial intake assessment has been completed, the client is introduced to the assigned therapist (if available) and scheduled for a follow up appointment generally within a week. If the client is entering a higher level of care, such as Intensive Outpatient, the client will be encouraged to start the next day if possible. Flint Odyssey House strives to remove any barriers to services. Accommodations will be made with respect to scheduling appointments, transportation, childcare, and other issues that may prevent a client from entering and continuing services.

### **3. EVIDENCE-BASED PRACTICES**

Flint Odyssey House has consistently demonstrated commitment to evidence-based practices throughout the continuum of care. The modified therapeutic

community model itself is in fact an evidence-based practice. In addition to this model, FOH employs Cognitive-Behavioral Therapy (CBT), Dialectical Behavioral Therapy (DBT), Seeking Safety, Strengthening Families, Rational Emotive Behavioral Therapy (REBT), Multi-Systemic Therapy (MST), Motivational Interviewing (MI), and Motivational Enhancement Techniques (MET). FOH staff are encouraged to participate in training to enhance skills in a variety of evidence-based practices, and then are tapped to provide training to others within the organization to ensure continuous improvement in outcomes for participants in our services. As part of this commitment, gender-specific Seeking Safety groups are provided at both the residential and outpatient sites. This structured group-oriented model has been shown to be very effective in treating co-occurring substance-use disorders and PTSD.

#### **4. TEAM PROCESSES – SOBRIETY AND DRUG COURT**

Flint Odyssey House will designate staff to participate in all team meetings associated with the Sobriety Court program. Designated personnel will attend the meetings, provide effective feedback regarding the progress of individuals referred from the court, and offer expert opinion with respect to diagnoses and treatment recommendations and/or behavioral issues. In addition to the meetings, primary therapy staff for referred participants will provide real-time communication to program staff regarding any issues that a participant is having in treatment. Flint Odyssey House has developed a proprietary electronic health record that includes a progress report function. Staff receive frequent electronic

notifications that progress reports are needed for specific clients based on pre-set timeframes. In addition, FOH employs an encrypted email service so that more detailed communication can occur electronically in the event phone contact is not sufficient. In partnership with GCSC, FOH will provide two clinical staff and two peer coaches who are designated for GCSC specifically, as well as a lead clinician / coordinator.

## **5. THERAPEUTIC ALLIANCE**

Flint Odyssey House stands behind a philosophy that at its core dictates that true positive change is most often accomplished with the catalyst of a therapeutic alliance. It is only through this bond that a client will trust the process enough to step out of his or her comfort zone and explore the possibilities of change. The therapeutic alliance is a partnership between the therapist / program and the client. The process of change also requires that the therapist's expectations are based on our experience that all clients can and do change for the better. Believing that all clients can change and move toward their potential is an essential component of FOH's underlying philosophy. It has been the experience of FOH staff that having higher expectations for change than even the client may have for him/herself produces positive change and improves overall outcomes.

## **6. ANCILLARY SERVICES / REFERRALS**

With well over thirty years of program operations in the Flint community, FOH has developed solid referral relationships with a great many service providers in

the area. On behalf of clients in our programs, staff routinely refer for food, shelter, clothing, psychiatric services, Social Security, educational, medical, and other needs. In addition, FOH is in a unique position to assist with special employment services, having the Strive Program under the Odyssey umbrella. We have formed partnerships with the Michigan Works program as well, offering assessment and drug screening services to participants in the special water program in Flint. While FOH offers a wide variety of programs and services, no single agency can provide all services to all people. Thus, we continue to work hard to create new alliances with programs and agencies that can fill any gaps in our services.

## **7. Drug Court Case Management and Information System**

FOH maintains a strong commitment to technology and efficiency in operations. The agency has a full time IT person who has designed and implemented the Electronic Health Record, and is available for any and all network or computer needs. Although not currently part of the Drug Court Program, all of our sites have multiple access points for web-based applications and research. Designated staff will be trained on the DCCMIS, and a culture of daily communication in this system will be developed from the start. It is our opinion based on experience that consistent communication between the treatment provider and referral source can mitigate a common symptom of addictive disease: a tendency to engage in maladaptive behaviors that support addiction

and impede healthy growth. We can best assist our clients in being successful by maintaining consistent, open communication.

## **COST EFFECTIVENESS OF SERVICES PROPOSED**

### **1. Proposed Cost for Providing SAC Court Attendance**

FOH will provide a designated professional staff person to attend Drug Court and Sobriety Court. The proposed cost for this service: \$22.50 per hour.

### **2. Proposed Cost for Providing DCCMIS Documentation and Data Entry**

Designated personnel will provide documentation and data entry, utilizing the Drug Court System for Drug Court consumers and our electronic EHR for Sobriety Court consumers. Documentation and data entry will be completed at a rate of \$15.00 per hour, with anticipated need of 4-6 hours per week of documentation.

### **3. Proposed Cost for Direct Staffing**

FOH proposes that GCSC, through various grants, cover the costs of a total of 4 personnel (2 clinicians, 2 peer coaches). The maximum rate of pay for the clinician role is \$26 / hour, and the maximum rate for the peer role is \$21 / hour. Each full time staff would also need reimbursement for fringe benefits, including medical. In total, the fringes typically amount to approximately 30% of the wage cost. In keeping with the practice over the past few years, FOH would match the

funds at a rate of 18% of total cost for staffing / fringes. In addition, FOH will provide the point person / coordinating clinician at no cost to GCSC.

#### **4. Proposed Method of Billing**

FOH proposes to bill for services rendered on a quarterly basis. Two invoices will be generated. One will contain the administrative fees (staff time and documentation), and a separate invoice will contain pertinent clinical services delineating the exact wage and fringe costs for the clinicians and coaches. The invoices can be delivered electronically (preferred) if that option is available, or will be mailed or hand-delivered to the appropriate personnel at the court.

### **EXPERIENCE DELIVERING TREATMENT TO THE PROPOSED POPULATIONS**

#### **1. Experience Working with Parents with Active CPS Cases due to Addiction**

In 1990, FOH developed one of the first residential specialty programs for pregnant and post-partum women in Michigan. FOH was awarded five year demonstration grants by Substance Abuse and Mental Health Services Association (SAMHSA) Center for Substance Abuse Treatment (CSAT) Pregnant and Post-Partum Women (PPW) for the FOH program in 1993 and in 1994 was awarded another for the implementation of the Saginaw Odyssey House (SOH) program. At the resolution of the demonstration project, Michigan State legislatures earmarked funding to be managed through the Michigan Department of Community Health to ensure Flint and Saginaw Odyssey Houses continued

these “vital services” to priority populations. Since that time FOH was awarded a Targeted Capacity Expansion grant by SAMHSA/CSAT which expanded services to larger families that include children up to age 12. FOH now serves families with children through age 17, parenting men and married/co-parenting couples. The programs at FOH have continued to work closely with CPS / Family Service Agencies toward a goal of returning parents to a state of health, and ultimately seeking reunification of families.

## **2. Experience Working with the Offender / Felony Population**

Over the course of the past decade, FOH has provided services to individuals in the GCSC program, working closely with the court team to develop programs and interventions that benefit the participants of the program. Several FOH staff have participated in the MATCP conference each year, as well as regular trainings offered through SCAO. The staff at FOH working with GCSC have been able to develop an important collaborative relationship with the GCSC team, which has been a crucial factor in positive outcomes for participants.

FOH has been a consistent service provider to individuals with addiction and mental health disorders for the past several decades in the Flint and Saginaw communities. As such, there is frequent overlap between those afflicted with substance use disorders and the criminal justice system. FOH maintains a positive relationship with probation and parole personnel, local judges, and law enforcement, while striking a balance in providing effective treatment to clients in

an atmosphere of trust. Both the residential and outpatient facilities have hosted conferences and meetings with court personnel to ensure essential collaboration. Staff have been trained in models that include a focus on criminal thinking, seeking safety, family dynamics, and other factors that contribute to recidivism within the criminal justice system. FOH staff have frequently attended court hearings to support clients who also have intersection with the court system. We find it to be self-evident that treating both the addiction and potential underlying criminal thinking will significantly improve outcomes and reduce recidivism.

**3. Experience in Coordinating Services Consumers with Co-Occurring Disorders**

FOH strongly believes that a client with co-occurring substance use disorder and mental health disorders will only achieve lasting success if both issues are treated, most often at the same time. Over the years, the agency has contracted with medical and psychiatric professionals to provide consultation, diagnosis, and medication prescribing and reviews. Presently, FOH employs a full time Psychiatric Nurse Practitioner who works under the supervision of our medical director whose is a board certified addictionologist. In addition, a full time clinical psychologist is on staff. The Nurse Practitioner is credentialed to assess, diagnose, and prescribe medications for psychiatric disorders of a mild to moderate nature. For those who suffer from severe mental illnesses, we maintain a strong working relationship with GHS and other psychiatric clinics in the area, and make referrals accordingly.

**4. Experience Coordinating Medical Services for the Proposed Population(s)**

As stated in (3) above, a full-time psychiatric nurse practitioner is on staff at the residential facility in Flint, and is available for consultations / evaluations for the outpatient clinic and recovery housing sites. Along with a second full time nurse practitioner, this enables the FOH team to provide evaluations, medication reviews, and medical consultations to participants in the program. Further, this medical team can provide MAT services as needed. FOH staff strive to achieve effective coordination of care with primary care physicians and other medical professionals that co-serve our clients. FOH conducts internal quality audits, and coordination of care is a significant indicator that is studied on a monthly basis. Admission letters, phone contact, and monthly progress reports are required for coordination of care. Clients in FOH programs are also given a coordination form to take with them to medical appointments to assist in communication between the PCP and treatment agency.

**5. Experience and Success in providing similar services**

Flint Odyssey House, Inc. has been licensed in the state of Michigan to provide treatment to individuals who are addicted and who have a co-occurring mental health disorder since 1987. FOH has supported the Michigan Office of Recovery Oriented Systems of Care (OROSC) initiatives to prioritize Enhanced Women's Specialty Services and Family based Recovery Housing as well as implementing in house the Federal level priority of Integration of Primary care, Mental Health and Behavioral Health Services identified by the Substance Abuse and Mental

Health Services Authority (SAMHSA). Our internal outcome studies demonstrate a high level of success in treating individuals with co-occurring disorders.

**Outpatient Staff**

**Assistant Director:** David Velez, MS, CADC, CCS

**Clinical Coordinator:** Caitlyn Mansour, LMSW, CAADC

**Therapist / Coach:** Michael Mahon, PRC, DP-C – Michael is also a graduate of GCSC

**Peer Recovery Coach:** Paul Bohms, PRC – Paul is also a graduate of GCSC

**Peer Recovery Coach:** Heather Hicks, PRC, DP-C – Heather is also a graduate of GCSC

**Therapist:** Chanceya Shelton, MBA, LBSW, DP-C

**Other Staff are also involved.** The previously referenced staff will be the “point staff” for the proposed contract with the Drug and Sobriety Courts. The other sites involved, including the residential sites, are also staffed with highly qualified individuals with a wide range of experience and expertise.

Your consideration of the FOH proposal is greatly appreciated. FOH has been honored to have provided treatment services to GCSC for many years, and hope to be able to continue this invaluable partnership well into the future.

Please contact Ken Jones at 810-637-1547 or 248-703-5081 with any questions or need for clarification. Via email: [kenneth.jones@odysseyvillage.com](mailto:kenneth.jones@odysseyvillage.com)