



Older Adult Contract Community Care Manager Request for Qualifications

The Mid-America Regional Council's (MARC) Department of Aging and Adult Services is seeking contractual personnel to provide comprehensive care management services to adults at 60+ in the community.

The Department is the designated Area Agency on Aging for Cass, Clay, Jackson, Platte and Ray counties in Missouri. Care management services will take place in all five counties.

Recruitment

- Unrestricted earning potential after training period!
- Flexible work environment.
- Seeking highly motivated, qualified individuals who work well independently.
- Ideal applicants are interested in improving the health and quality of life of older adults and individuals with disabilities.
- Applicants must live in the Kansas City region and have reliable transportation to travel throughout the region.

Scope of Work

Care management services will be provided in accordance with the requirements of the Older Americans Act.

Care management services under the Act include the following:

- Comprehensive assessment of the older individual or primary caregiver as authorized by MARC
- Development and implementation of a service plan in accordance with the wishes of the older individual
- Mobilize formal and informal resources and services identified to meet the needs of the older individual
- Work collaboratively with any other plans that exist for various formal services, such as hospital discharge plans, or long-term care diversion plans
- Coordination and monitoring of formal and informal service delivery to ensure services specified in the service plan are being provided
- Periodic reassessment and revision of the service plan
- Advocacy on behalf of the older individual for needed services or resources

Required Qualifications

- A bachelor's degree in social work, or social services related field or Community Health Worker certification. Experience may be substituted for education.

Preferred Qualifications

- Ease with rapport-building with older adults and individuals with disabilities.
- Comfortable with in-home visits in all parts of the Kansas City region.
- Experience working with a diverse population.
- Experience working with cloud-based applications.
- Proficiency with Microsoft Office applications.
- Available to work at least 20 hours per week at a minimum.
- Availability for training during office hours (9 am – 5 pm).
- Able to travel in personal vehicle throughout the five-county region.

Note for applicants: Studies have shown that women and people of color are less likely to apply for jobs unless they believe they check all the boxes in a job description. We are most interested in finding the best candidate for the job. If you think you have the skills for the job, we encourage you to apply, even if you don't meet every one of the listed qualifications.

Minimum Caseload

MARC seeks care managers who can commit to a minimum of 20 hours per week. This opportunity is not ideally suited to those who can only do sporadic or periodic work.

Equipment Required

The contractor will use MARC-issued equipment to complete the work as assigned in a client's home, in the community, or their own homes. The equipment includes the following:

- A notebook
- A cell phone for making and receiving calls, using it as a portable hot-spot, and scanning documents with a scanner app

Background Check

- Contractors are required to pass a background check, initiated by MARC.

Older Adult Contract Community Care Manager rates are contained in the table below:

Compensation: The MARC Aging and Adult Services Care Manager will be compensated based upon the following reimbursement schedule			
Activity	Description	Rate	Unit
Orientation Training	Training which may include; brief testing (in-person and online); shadow an existing assessor in the field; training reimbursement is payable upon completion of the first submitted assessment to MARC	\$27	Hour
Older Americans Act (OAA) Assessment	For services such as home-delivered meals	\$50	Assessment
Telephonic Assessment	Assessment conducted remotely (telephonic or video), for Older Americans Act or integrated care initiatives	\$30	Assessment
In-depth Assessment	Deeper assessment of client characteristics, functional status, etc., including Arizona Self-Sufficiency Matrix, or similar.	\$65	Assessment
Medicaid Re-assessments	Anticipated value-based contract	\$92*	Assessment
	Rate if value-based quality scores are attained	\$128*	Assessment

Care Management/Community Support/Options Counseling	Initial Veterans Directed Care (VDC) in-home visit, FMS enrollment, assessment, and options counseling; initial integrated care in-home visit and care plan development	\$300	Per client/per first month
Ongoing care management, community support, or options counseling	Including self-directed services assessment and enrollment	\$190	Per client/per month
Miscellaneous	At discretion of supervisor, reimbursement may be available for extra duties performed by the assessor at a mutually agreed upon rate	\$27	Per hour, unless otherwise specified
*Medicaid re-assessment rate is dependent upon State funding, MARC's value-based contract, and attainment of quality scores			

NOTE: This is a 1099 contract position. Travel reimbursement and other office supplies (not listed above) are not provided by MARC; however, respondents are encouraged to explore potential deductions from federal tax liability with a tax professional.

Submittal Information:

Please provide your response in electronic format at this link: <https://www.marc.org/about-marc-jobs/job-application/contract-position-application>.

The following items should be addressed in your response:

- Name
- Address
- Phone number
- Email address
- Resume: provide current resume with education, certifications, and work experience.
- Cover letter: provide additional information on background, including experience, education, and skills necessary to perform the required work. Indicate specific credentials that make the individual well suited to meet MARC's requirements.

Questions

Questions may be submitted by email to Kayla Hower at khower@marc.org.

Mandatory Reporting

All instances of suspected elder abuse and neglect must be reported to the State-administered Elder Abuse & Neglect Hotline, (800) 392-0210.

Likelihood of serious physical harm definition: one (1) or more of the following: 4 CODE OF STATE REGULATIONS (11/30/06) ROBIN CARNAHAN Secretary of State Division 15—Division of Senior and 19 CSR 15-7—DEPARTMENT OF HEALTH AND SENIOR SERVICES Disability Services (A) A substantial risk that physical harm to an adult will occur because of failure or inability to provide for essential human needs as evidenced by acts or behavior which have caused harm or which give another person probable cause to believe that the adult will sustain harm; (B) A substantial risk that physical harm will be inflicted by an eligible adult upon him/herself, as evidenced by recent credible threats, acts or behavior which have caused harm or which places another person in reasonable fear that the eligible adult will sustain harm; (C) A substantial risk that physical harm will be inflicted by an eligible adult upon another as evidenced by recent acts or behavior which has caused harm or which gives another person probable cause to believe the eligible adult will sustain harm; or (D) A substantial risk that further physical harm will occur to an eligible adult who has suffered physical injury, neglect, sexual or emotional abuse or other maltreatment or wasting of his/her financial resources by another person.

Performance Period:

Performance periods generally follow the State Fiscal Year (SFY), July 1 – June 30 of the subsequent year, and contracts are renewed annually thereafter. Due to the rolling nature of this RFQ, partial fiscal year contracts, or contracts that exceed a single fiscal year may be executed, but annual renewal after the initial performance period will apply.

Anticipated RFQ Process Schedule

Release of RFQ: September 2022

Deadline for Responses: Rolling responses are accepted until this opportunity is removed from postings

Begin Services: Rolling start dates

All agreements are subject to final approval by the MARC Board of Directors.

Engagement

This RFQ does not commit MARC to award a contract or to pay costs incurred in the preparation of a proposal in response to this request. MARC reserves the right to accept or reject any or all responses received because of this request, or to cancel any or all of this RFQ, if it is considered in the best interest of MARC.

Affirmative Action Policy

MARC hereby notifies all respondents that it will affirmatively ensure that minorities and women will be afforded full opportunity to submit proposals in response to this request and will not be discriminated against on the grounds of race, color, national origin, sex, disability, or veteran status in consideration of the contract award.

Confidentiality of Information Contained in the Responses

All proposals received by MARC are subject to the Missouri Sunshine Law and the U.S. Freedom of Information Act. To the extent possible, MARC will keep information contained in bid proposals/responses confidential. Respondents are required to identify those portions of their bid document that they consider proprietary. An entire bid document may not be protected. All proposals and supporting documents will remain confidential until a final contract has been executed.