



DEPARTMENT OF HEALTH (DOH)  
COMMUNITY HEALTH ADMINISTRATION (CHA)

**RFA# CHA\_HSCM\_01.30.15**

**Healthy Start Case Management Program**

**Frequently Asked Questions (FAQ)**

Question: How many program participants are required?

Answer: Please see RFA#CHA\_HSCM\_01.30.15, (Section IV. B – page 13).

Question: What screening tools must be used?

Answer: Applicants may select evidenced-based screening tools. Suggested tools are listed in RFA#CHA\_HSCM\_01.30.15 (Section D, 1.2; Section F).

Question: How are Family Support Workers (FSW) to be utilized?

Answer: DC Healthy Start FSWs are trained in the following areas: home visiting services to provide health promotion, education and evidenced based screening for psychosocial risks and protective factors; facilitating linkages to appropriate health and social services and resources, as well as monitoring to assure those linkages are followed through; and utilizing databases to provide documentation on health assessments, education and care coordination services. Applicants may integrate DOH-FSWs as available into their programmatic infrastructure within any of the above areas.

Question: How will applicants report data to DOH?

Answer: DC Department of Health (DOH) is developing a database to collect all of the program participant data. Applicants will be responsible for ensure participant data is documented and reported on a monthly basis.

Question: Will the FSWs be able to input the information directly to the DOH database?

Answer: The FSWs are trained to perform database entry.

Question: Will DOH cover the cost of the FSWs?

Answer: FSWs are DOH employees, and as such DOH covers all salary costs. Applicants who will utilize non-DOH FSWs must include them in their submitted organization's program budget.

Question: How many FSWs will DOH provide to applicants?

Answer: Availability of DOH-FSWs will vary. Applicants may propose to integrate a number of DOH FSWs based upon their programmatic need.

Question: When will awards be announced?

Answer: Please see RFA#CHA\_HSCM\_01.30.15, (Section I. A – page 7).

Question: How many awards can be expected?

Answer: Please see RFA#CHA\_HSCM\_01.30.15, (Section I. B – page 7).

Question: Is there a cost associated with the program training?

Answer: There is no cost associated with the program training.

Question: How will DOH allocate funds annually for an award recipient?

Answer: Funds are allocated based on availability on fiscal year basis.

Question: Will DOH provide applicants with the necessary program equipment?

Answer: Applicants should include any equipment costs in their budget. DOH will only provide equipment for DOH employees.

Question: Are applicants required to provide program services in specific wards?

Answer: Applicants must propose how they will target pregnant and postpartum women and their infants that have been identified as high risk for poor birth outcomes.

Question: Are applicants limited to the evidence-based curricula or tools identified in the RFA?

Answer: Applicants are not limited to the specified evidence-based curricula or tools in the RFA. However, any proposed curricula or tool submitted in an applicant's proposal must be evidence-based or evidenced-informed.