



Brevard Family Partnership

Protecting Children, Strengthening Families, Changing Lives.

**Community Based Care of Brevard, Inc.
dba Brevard Family Partnership**

REQUEST FOR INFORMATION (RFI)

FOR

**INDEPENDENT CONTRACTORS FOR
PARAPROFESSIONAL/PARENT MENTORING
SERVICES**

Closing Date: ONGOING

STATEMENT OF PURPOSE

Brevard Family Partnership (BFP) is soliciting information from organizations that have an interest in providing Paraprofessional/Parent Mentors. Parent Mentors will provide ancillary supports and work in partnership with families to improve outcomes for at risk children by enhancing communication and collaboration between families, professionals, and community partners. The purpose of the service is to support parents with child welfare involvement to maintain children safely at home through family preservation and stabilization. Services are provided in the family's home and community settings.

Parent Mentors work from a strength-based perspective to motivate and empower parents, providing hands on support to bring constructive change through peer-to-peer coaching. Parent Mentors serve as role models who provide guidance based on a combination of training and personal first-hand experience.

OVERVIEW/PROJECT DESCRIPTION

Parent Mentors will assist in specific actions outlined in a Safety Plan developed by the DCF Protective Investigator or Case Manager. Parent Mentors are required to transport children and families as needed. The following categories represent different types of support needed for at risk families. Such support can be used separately or in combination based on the needs of the family.

- Essential Parenting Skills
- Supervision
- Hygiene Issues
- Non-physical Discipline
- Housing Assistance
- Budget Development
- Advocacy and Referral
- Stress Management
- Friendly Visiting
- Promote Social Connections and Social Networking
- Support Positive Behavior Change
- Concrete Support
- Transportation services
- Financial/Income/Employment Assistance
- Medical Support Services
- Food and Clothing Supports
- Home Furnishing Assistance

- Community Linkages-Respite care - connect with childcare resources to support parents, coordination, and support of after school care, summer camps etc., and other planned activities for children.

Required Knowledge, Skills and Abilities:

1. Values working in a multicultural/diverse work environment.
2. Strong commitment to the population served by the program and to seeing parents succeed.
3. Ability to communicate in a professional manner, both orally and in writing.
4. Ability to advocate for others.
5. Organizational and time management skills.
6. Ability to maintain professional boundaries and to handle confidential information.
7. Openness to feedback and supervision.
8. Ability to handle sensitive information and situations in a calm and professional manner.
9. Demonstrated ability to work as a member of a team.

Requirements for Parent Mentors:

While the following list is not exhaustive of all the requirements, the following are key requirements:

- (1) Paraprofessional positions preferred qualification is lived experience as a former consumer and experience in direct services positions in social services.
- (2) Timely completion of documentation, to include submission of a weekly report in PSAM, BFP's network electronic utilization management system.
- (3) Ongoing routine communication with the DCF Investigator and or Case Manager and other service providers as needed.
- (4) Level 2 employment screening results, as specified by Chapter 435, F.S.
- (5) Valid Driver's License is necessary to drive throughout the County for meetings with families and other related activities.

Interested parties should respond to the following:

1. Completion of the attached "Provider Information Form".
2. Describe your organizations interest, ability, and experience with Safety Monitoring services.
3. Describe your organizations experience with FL's Safety Decision Making Methodology.
4. Describe the experience of the Respondent's supervisory and key project staff (if known), including their qualifications and prior experience working with families within the Dependency system.
5. Describe the projected staffing pattern to best serve this project.
6. Describe the timeline and capacity to which your agency would be interested in implementing Safety Monitoring services.
7. Provide copies of Professional Liability Insurance coverage.

All submissions shall become the property of Brevard Family Partnership. Submissions should be submitted ONGOING to the attention of Christopher Goncalo, Director of Contracts & Compliance, BFP, 389 Commerce Parkway, Rockledge, FL 32955.

BFP reserves the right to award a contract based on the results received from the posting of this RFI to one, all, or none of the individuals that respond. This RFI should not be construed as a solicitation or as an obligation on the part of BFP.



**Brevard Family Partnership –
A Community Based Care Agency
389 Commerce Parkway, Suite 120
Rockledge, FL 32955
(321) 752-4650 – Office**

Provider Information for Clinicians

Provider Name: _____
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Billing Address: _____

City: _____ State: _____ ZIP: _____

Phone: (_____) _____ EXT: _____ Fax: (____) _____

Email: _____

Professional Degree: _ University Attended: _____ Year Graduated: _____
CACREP Accredited: Y/N

Professional License: _____ License #: _____
_____ State: _____

Expiration Date: _____

Registered Intern: _____ State: _____ Discipline: RMHCI: _____
RMFTI: _____
LCSWI: _____

Intern #: _____ Expiration Date: _____

If not licensed, please note Licensed Supervisor: _____
