



Office of the Administrative Director – Financial Services Department

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Date: June 30, 2022

To: All Interested Providers

From: Terri Gearon, Financial Services Director /s/ Terri Gearon
The Judiciary, State of Hawaii

Subject: **Request for Information for Health & Human Services (103F, HRS),
Juvenile Substance Abuse Treatment Services for The Judiciary,
Family Court, First Circuit
RFI J23085**

The Judiciary, State of Hawaii issues this Request for Information (RFI) pursuant to Chapter 103F, Hawaii Revised Statutes, to seek information and recommendations from interested providers for the planned purchase of Juvenile Substance Abuse Treatment Services. Draft service specifications are attached to this RFI for your review.

Written comments in response to the RFI shall be emailed to:
Louise.K.Crum@courts.hawaii.gov

The deadline for the receipt of comments is 12:00 p.m., H.S.T., on July 8, 2022.

Input received in response to this RFI may be incorporated into the specifications and be used in a formal Request for Proposals, tentatively scheduled for July 2022.

Note: Participation in this RFI is optional, and is not required to respond to any subsequent procurement announcements. Neither Judiciary nor any interested parties responding has any obligations under this RFI. Contracts resulting from the RFP will be for the periods indicated in the service specifications.

**2.1 SVC SPEC TITLE: Juvenile Client and Family Services
Juvenile Substance Abuse Treatment Services**

2.1.1 Introduction

A. & B. – (SEE SECTION 2.0.1)

C. Description of the goals of the service

The goal of the service is to provide evidence-based practices to assess, engage, and link individuals in need of substance abuse treatment and recovery support services. Services should provide juvenile offenders with the skills and knowledge to effectively deal with their use of alcohol and drugs in order to eliminate re-offending behaviors, while also being reflective of the court's balanced and restorative justice philosophy, and the juvenile justice reform effort with emphasis on best practices/evidence-based practices, collaboration, and cultural competency. The goals of balanced and restorative justice are accountability, competency development, and public safety.

Family Court Juvenile Intake and Probation Section (JIPS) will implement early identification and intervention with youth whose patterns of alcohol and/or drug use put themselves and the community at risk. Youth needing evaluation for alcohol and drug use will be referred for an evidence-based substance abuse assessment. The assessment will be used to assess the degree of substance use and to craft interventions, including treatment, drug monitoring, and engagement with parents and families. The purpose is to accurately identify adolescent treatment needs; evaluate existence or severity of a substance use disorder (SUD); examine the nature, correlates, and consequences of substance use including family impact. The assessment will produce a written report to be used for case planning and court interventions. Those youth identified as needing treatment will be referred to substance abuse treatment services.

The goal of engaging the family is to provide parents and families with education and group interventions to increase their knowledge and skills regarding substance use and the effects on adolescent development; develop supportive recovery techniques and relapse prevention skills; and educate parents/families on ways to support their youth's treatment and recovery in the juvenile justice system. By providing a parental/group intervention, participants can hear from others with similar issues in the hope of seeing that they are not alone in having challenges and provide a wider range of perspectives on a situation that may help families deal with issues in a more healthy and productive way.

D. Description of the target population to be served

Juveniles between the ages of 12 to 17 years who are referred for law violations and status offenses and youth up to age 18 under the jurisdiction of Family Court.

E. Geographic coverage of service

Service areas include the following:
First Circuit -- Island of Oahu

Multiple proposals are allowed for applicants who submit proposals for Assessment Services, Outpatient/Intensive Outpatient services and Family Substance Abuse Group Education and Counseling Services.

F. Probable funding amounts, source, and period of availability

Probable funding amounts:

FY 2023	FY 2024	FY 2025	FY 2026
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Funding amounts are not being stated at this time. Applicants should propose funding amounts in their proposals based on their best estimate of the cost of providing the services described in these specifications.

Funding source: Federal Funds, State General Funds

Period of availability: The Judiciary intends to award a contract for the term of October 1, 2022, to September 30, 2024, subject to the appropriation and availability of funds and satisfactory contract performance. The Judiciary anticipates awarding contracts with time of performance of two (2) years as defined below with the possibility of an extension of up to one (1) additional contract year.

In this RFP, a contract year is defined as October 1st to and including September 30th. All State funds are contingent on appropriation, and all Federal funds are contingent on the awarding of grant funds. Any extension of the award period would need to be approved by the grantor.

2.1.2 General Requirements

A. Specific qualifications or requirements, including but not limited to licensure or accreditation.

1. The applicant shall have licenses and certificates, as applicable, in accordance with federal, state and county regulations, and comply with all applicable Hawaii Administrative Rules.
2. The applicant must have demonstrated competence or qualifications to perform the required services and shall have a minimum one-year experience in the provision of substance abuse treatment services.

3. The applicant must have an accounting system, with acceptable accounting practices and standards.
4. The proposed service must meet all required state licensing or certification standards, provide assurances of fair hearing and grievance procedures for clientele, civil rights compliance, information safeguarding practices, and provide proof of insurance coverage as applicable.
5. The applicant shall submit in a timely manner upon request by the Judiciary, any additional information needed by the Judiciary to make a decision on the applicant's proposal. The Judiciary may request an oral discussion or presentation in support of the proposal. On-site visits may be made.
6. The applicant shall comply with Chapter 103F, HRS Cost Principles for Purchases of Health and Human Services identified in SPO-H-201 (Effective 10/01/98), which can be found on the SPO website (See Section 5, Proposal Application Checklist, for the website address).
7. The applicant shall incorporate best practices/evidence-based practices in any substance abuse service. Best practices/evidence-based practices are defined as a body of contemporaneous empirical research findings that produce the most efficacious outcomes for persons with substance abuse problems, have a system for implementing and maintaining program integrity, and are in conformance to professional standards. For best practices in specific areas of substance abuse, the applicant may consult the Substance Abuse and Mental health Services Administration's (SAMHSA) Treatment Improvement Protocol Drug Addiction Treatment Improvement Protocol Series (TIPS) and the National Institute on Drug Abuse (NIDA) Principles of Drug Addiction Treatment, and/or access the individual government agency websites.

B. Secondary purchaser participation

(Refer to §3-143-608, HAR)

After-the-fact secondary purchases may be allowed.

C. Multiple or alternate proposals

(Refer to §3-143-605, HAR)

Allowed Not allowed

D. Single or multiple contracts to be awarded

(Refer to §3-143-206, HAR)

Single Multiple Single & Multiple

Multiple contracts may be awarded if such awards are deemed to be in the best interests of the Judiciary and will be based on the highest ranked proposals.

E. Single or multi-term contracts to be awarded

(Refer to §3-149-302, HAR)

Single term (< 2 yrs.) Multi-term (> 2 yrs.)

A multi-term contract will be awarded based on a determination that it is in the best interest of the Judiciary. Funds are available for only the initial term of the contract. The initial term of the contract shall be for two (2) years with an option for renewal extension of one 12-month period up to a maximum of (3) three years, subject to appropriation and availability of funds and the satisfactory performance of services by the provider. If it is determined that it is not in the best interest of the Judiciary to award a multi-term contract, a single-term contract will be awarded.

F. RFP contact persons

The individuals listed below are the points of contact from the date of release of this RFP until the selection of the winning provider or providers. Written questions should be submitted to the RFP contact person(s) and received on or before the day and time specified in Section 1.1 (Procurement Timetable) of this RFP.

If you have any technical questions regarding the requested services, please contact the following individual:

Judiciary Contracts & Purchasing Office
Noreen Miyasato at (808) 538-5805 fax: (808) 538-5802
Noreen.K.Miyasato@courts.hawaii.gov

If you have any programmatic questions regarding the requested services, please call the following individual:

Oahu: Family Court, First Circuit
Louise Crum at (808) 954-8226 fax: (808) 954-8308
Louise.K.Crum@courts.hawaii.gov

2.1.3 Scope of Work

The scope of work encompasses the following tasks and responsibilities:

A. Service Activities (Minimum and/or mandatory tasks and responsibilities)

1. Applicants shall provide dynamic, interactive, culturally sensitive, activity oriented, evidence-based program components designed to engage youth and their parents/guardians as appropriate, in the process of change and the emphasis of programming shall be variety and age appropriateness. Applicants to provide substance abuse assessment and treatment services to adolescents with alcohol and/or other drug related problems that may be ordered by the court and/or referred to obtain such services and shall provide group education and counseling services to parents and families of youth identified as having substance abuse issues. Youth participating in out-patient and intensive out-patient level of treatment shall meet the most current version of the American Society for Addiction Medicine Patient Placement Criteria (ASAM-PPC) for admission, continuance, and discharge and documentation shall be included in the youth's chart.

Applicants should also provide evidence of best practice standards in the delivery services to include but not limited to cultural and gender appropriate services. Must be able to demonstrate the ability to incorporate trauma informed care into the delivery of services, when deemed necessary.

Selected provider shall work with the referring Judiciary staff to individualize services based on the Youth Assessment and Screening Instrument (YASI) conducted by the Family Court. Criminogenic risk and needs assessed include the following domains: Legal History, Family, School, Community and Peers, Substance Abuse, Mental Health, Aggression, Attitudes, Skills, and Employment/Free time. Provider shall demonstrate capacity to provide cognitive behavioral interventions with the goal of increasing social skills and prosocial attitudes, as specifically identified in the YASI assessment.

Applicants may submit proposals to do one or more of the following services.

- a. **Substance Abuse Assessments.** Applicants shall complete substance abuse assessments that assess the degree of adolescent substance use. The purpose is to accurately identify treatment needs; evaluate existence or severity of a substance use disorder (SUD); examine the nature, correlates, and consequences of substance use including family impact; and provide a recommended level of service. Assessments shall include components that thoroughly assess biopsychosocial and family function and identify risk and protective factors. Assessments will take into consideration

youth's history of substance use; bio-medical conditions and complications; emotional, behavioral or cognitive conditions and complications; readiness to change; relapse, continued use or continued problem potential and recovery/living environment. As part of the assessment process applicants shall identify the youth's caregivers and shall interview family members and other supportive individuals important to the youth's recovery.

Assessment tools shall be validated, standardized, and objective instruments that summarize the level of need through an actual score or objective criteria. Everything used to gather data for the report, such as questionnaires, interviews, observations, test results, and collateral information shall be listed in the report. Assessments shall apply Diagnostic and Statistical Manual and the American Society of Addiction Medicine Patient Placement Criteria. Substance abuse assessments shall be completed or reviewed/approved by certified substance abuse counselors (CSAC) in good standing; program administrators certified pursuant to Section 321-193 (10), Hawaii Revised Statutes; or individuals who hold an advanced degree in a behavioral health science.

Applicants shall be available to meet with youth in the community, including the youth's school, home, or out-of-home placement site. If the juvenile is incarcerated at the time, the Applicant shall conduct the assessment at the institution (i.e., Detention Center and/or Hawaii Youth Correctional Facility).

The assessment will be used to develop a written report to be used for case planning and court interventions. Written assessment reports shall be required to be submitted to the supervising probation officer no more than ten (10) working days after completing an assessment. The report shall recommend interventions, including treatment, drug monitoring, and engagement with parents and families. The report shall list current and past experiences of alcohol and/or drug use and current and past experiences with treatment. Include the youth's definition of their problem, how long they have been experiencing the issue and the impact it has had on their life. Include how the problem has impacted their health, education, peer relationships, and their social network. Describe the youth's relationship with family, include details that may impact or contribute to behaviors such as history of abuse, violence or neglect. Include any diagnosis and any diagnoses the youth claimed they had been given in the past or by other therapists.

Applicants shall be available to have a consultation session upon request by probation officer, via telephone and/or virtual conference with the probation officer, parent(s)/legal guardian(s) and/or youth to interpret

(explain) the results of the written report and answer any questions that the parties may have.

- b. **Outpatient/Intensive Outpatient Treatment.** Outpatient/Intensive Outpatient Treatment provides comprehensive non-residential services to adolescents with substance abuse problems. Program activities shall include professionally directed assessments, initial and updated treatment planning, crisis management plan, discharge planning, case management, individual and group counseling, substance abuse education, family counseling and support services. Services provided shall use strategies and techniques to encourage the use of new skills and prosocial behavior.

Outpatient services shall provide between one (1) and (8) hours per client per week of face-to-face treatment, including one (1) hour of scheduled and documented individual counseling per client per month. Intensive Outpatient services shall provide nine (9) or more hours per week of face-to-face treatment services, including one (1) hour of scheduled and documented individual counseling per client per week.

All individual, group and family sessions shall involve direct, formal clinically appropriate face-to-face contact with a client and/or significant other as the preferred mode of treatment with options for the use of telehealth services when more appropriate. A professional staff person must be actively involved in the provision of the service.

- c. **Family Substance Abuse Group Education and Counseling Program** Applicants shall provide substance abuse group education and interventions to parent(s)/legal guardians of adolescent identified as having used substances and involved with the Family Court. Group sessions shall include substance use and the effects on adolescent development; pharmacology of substance abuse; lifestyle consequences of drug use; techniques to support adolescent recovery and relapse prevention; and how to advocate for their child in the juvenile justice system.

The applicant shall provide parent(s)/legal guardian(s) with education, skills training and resources to support their ability to understand youth substance use, by identifying supports to promote and assist family involvement in reducing their child's negativity and resistance to therapeutic intervention and developing a family/system focus with increasing motivation for change. Sessions shall engage parent(s)/legal guardians in developing skills and knowledge to determine if a child is abusing drugs or alcohol, to recognize both prosocial and antisocial behaviors and to recognize other warning signs that could increase risk of relapse.

The applicant shall use evidence-based practices that include conceptual frameworks of cultural values and family beliefs. The applicant shall provide a parent/guardian substance abuse group education and counseling program for no more than eight (8) to ten (10) hours.

2. Applicants shall establish and implement policies and procedures for the following:
 - a. Applicants for Outpatient/Intensive Outpatient services shall provide written monthly progress reports for all referred youth and/or as required by the supervising probation officer. Written admission, monthly and discharge reports shall be provided to supervising probation officers no more than ten (10) working days after months end, discharge, or earlier upon request of the supervising officer for court hearing purposes. Discharge reports shall include the dates of admission, treatment and termination; reasons for termination with explanation; discharge plans and recommendations (including recommendations for handling of client target behaviors, relapse prevention plans, possible sanctions, etc.), when applicable. Applicants shall attach sample copies of report formats to be used for these purposes.
 - c. Programs shall notify the supervising officer or program of any prospective major change in a client's status (i.e., potential discharge or level of care change) occurring before the scheduled reporting cycle. Program staff will participate in team meetings with the Judiciary when it is determined to be in the best interest of the client's treatment and adjustment.
 - d. Applicants who provide Outpatient, Intensive Outpatient shall develop and implement appropriate transition plans for each client prior to discharge with a meeting with all parties involved to come up with the transition plan. The plan shall address transition and recovery issues and relapse prevention and shall be forwarded to the supervising officer.
 - e. Applicants shall provide treatment transition assistance to the client in the event that treatment funding is terminated, i.e., referral to another program, referral back to the supervising officer, etc.
 - f. Outpatient programs shall collaborate with other community agencies and resources, including but not limited to health, mental health, social, educational, vocational rehabilitation, and employment services for coordination and linkages with other services as part of the continuum of care.

- g. Applicants shall identify and provide brief description of the distinguishing highlights for the evidence-based treatment model(s) and/or curriculum to be used. The applicant shall incorporate best practices/evidenced-based practices, such as a cognitive-behavioral approach, motivational interviewing, etc. into individual and group sessions as appropriate.

B. Management Requirements (Minimum and/or mandatory requirements)

1. Personnel

- a. Applicants shall possess and document knowledge, capacity, skills and experience in working with targeted population(s). Applicants shall describe the minimum qualifications for Program Director(s). The Program Director is defined as the person responsible for the overall management of the treatment program(s). The proposal shall include educational backgrounds and experience of any current program director(s).
- b. At a minimum, applicants shall ensure that clinical supervision over program activities is provided by certified substance abuse counselors (CSAC) in good standing or program administrators certified pursuant to Section 321- 193 (10), Hawaii Revised Statutes; or hold an advanced degree in a behavioral health science, with at least one year experience working in the field of substance abuse addiction. However, non-CSAC or non-master's level providers may be utilized as long as they are directly supervised by a CSAC or Master's level counselor and are working toward certification.

CSACs and individuals who hold an advanced degree in behavioral health sciences preferably shall perform the following functions; however, non-CSACs or non-Masters level providers may be utilized as long as they are directly supervised* by a CSAC or Master level counselor and are working toward certification:

- Clinical evaluation
- Treatment planning
- Individual, group, and family counseling

*Direct supervision means a minimum of one hour supervision for every seven hours of performance. This involves teaching the supervisee about each core function of a substance abuse counselor, demonstrating how each core function is accomplished, the supervisee sitting in while the supervisor performs the function, the supervisee performing the function with the supervisor present, and finally, the supervisee performing the

function independently, but with review and feedback from the supervisor. In addition, supervisees shall be required to attend ADAD-approved CSAC preparatory training when available.

- c. Applicants shall describe its program for increasing clinical staff competencies in the acquisition of evidence-based, offender-oriented treatment. At a minimum, applicants shall demonstrate how direct care staff will be assisted in understanding and applying the risk-need-responsivity principles in their treatment of offenders, as well as the stages of change, motivating the client toward change and behavioral treatment.
- d. The Applicant shall have a comprehensive system for staff training, development and for monitoring and evaluating its service delivery. Staff development must include relating family/systems-based interventions to substance abuse treatment.
- e. The applicant shall conduct a State and Federal fingerprint- based criminal history record check for any person, including, but not limited to any officer, employee, volunteer or subcontractor, who performs work or services which necessitates close proximity to or unsupervised access to vulnerable clients such as children, disabled, and/or the elderly , or other program related vulnerable clients . In addition, the applicant will conduct a search of the State and National Sex Offender Registries, <http://sexoffenders.ehawaii.gov> (State Sex Offender Registry) and the www.nsopr.gov (National Sex Offender Public Registry). The minimum record check will be conducted once every four years for each person, and/or at the outset of the contract period if such checks have never been conducted. Applicant shall make a written determination of the officer's, employee's, volunteer's, or subcontractor's suitability to interact with vulnerable clients. Further, the applicant will ensure the continued suitability of any officer, employee, volunteer or subcontractor to work or provide services to vulnerable clients. The written determination and results of all criminal history record inquiries conducted shall be placed in the employee's or volunteer's personnel file and shall be available to Judiciary for review. The applicant further shall have a written plan for addressing any findings that result from a criminal history record check that may affect the treatment milieu (e.g., actively under the supervision of any criminal justice agency, convicted sex offenders). Prior to commencing any work or services on the contract, the applicant shall ensure that any officer, employee, volunteer or subcontractor is suitable to be performing work or services in close proximity to or with unsupervised access to children, disabled, and/or elderly clients will be of reputable and responsible character and will not pose a risk to the health, safety, security, or well-being of clients, staff and the general public.

- f. The applicant shall have on the premises at least one person currently certified in First Aid and CPR.
- g. The applicant shall maintain documentation for each employee of an initial and annual tuberculosis (TB) skin test or chest X-ray.
- h. The staff and volunteers, if used by the applicant, shall be under the supervision of the program director or his or her designee and shall, accordingly, be trained in client confidentiality issues and program quality assurance requirements.

2. Administrative

- a. The applicant shall establish and implement policies and procedures which clearly identify the target population for each type of service, the program content, and methods of service delivery.
- b. The Judiciary reserves the right to shift resources at any time during the contract period when there is a monthly pattern of under-utilization indicating funds are better applied elsewhere. The reallocation of funds shall be determined by the Judiciary at its discretion to best meet the needs of the Judiciary.

3. Quality assurance and evaluation specifications

- a. The applicant shall have a quality assurance plan which identifies the mission of the organization, what services will be provided, how they are delivered, who is qualified to deliver the services, who is eligible to receive the services, and what standards are used to assess or evaluate the quality and utilization of services.
- b. Program evaluation should reflect the documentation of the achievement of the stated goals, using tools and measures consistent with the professional standards of the disciplines involved in the delivery of services.
- c. Applicants shall agree, by contract, to be willing to undergo a program assessment and/or audit designed to assess applicant's implementation of effective practices in working with offenders with substance use problems and for contract monitoring purposes. Based on the assessment/audit report, the vendor will develop in concert with the contracting agency, an action plan to address areas which need improvement. There should be at least one quality improvement activity completed annually.
- d. The Applicant shall agree, by contract, to be willing to undergo periodic onsite visits, scheduled and unscheduled and allow the Judiciary access to

all materials, files, and documents relating to provision of services. In addition, the Judiciary may, at its discretion, observe individual, group, and educational sessions conducted by the Applicant for contract monitoring purposes.

- e. Applicants shall provide all program monitoring, assessments and/or evaluation reports completed within the last two years.

4. Output and performance/outcome measurements

- a. Output: The Applicant shall record unduplicated clients served. The unduplicated count shall be recorded in the Applicants quarterly reports and aggregated year-end report.

The applicant shall provide requested output performance measures for grant data collection purposes. The performance measures shall be reported monthly.

- i. The applicant shall report the following performance measures monthly:

Applicant for Substance Abuse Assessments:

1. Number of youth referred for an assessment
2. Number of youth assessments completed
3. Number of youth assessments unable to be completed and reason why.

Applicant for Outpatient/Intensive Outpatient Treatment:

1. Number of youth referred for substance abuse treatment services
2. Number of youth received substance abuse treatment services
3. Number of youth terminated from services and reason for termination.
4. Average length of time from referral to receiving treatment
5. Number of youth receiving services less than 30 days
6. Number of youth receiving services more than 30 days

Applicant for Family Substance Abuse Group Education and Counseling:

1. Number of youth's (parent/guardian/family) referred for services
2. Number of youth's (parent/guardian/family) received services

* Please note that data requirements are subject to change

- b. Outcome: The applicant shall propose measurement tools by which effectiveness of the services may be determined, as well as utilize any provided by the Judiciary

5. Experience

- a. The Applicant must have demonstrated competence or qualifications to perform the required services.
- b. The Applicant must have a minimum of one (1) year experience in the provision of substance abuse treatment services.
- c. The Applicant shall have a minimum of one (1) year experience in the juvenile justice field. In the absence of such experience, the applicant will provide supporting evidence why the one (1) year requirement should be waived.

6. Coordination of Service

- a. Programs shall describe their ability to collaborate with other appropriate services, including, but not limited to, health, mental health, social, educational, vocational rehabilitation and employment services.

5. Reporting requirements for program and fiscal data

- a. The applicant shall submit written monthly reports summarizing output performance measures for grant data collection purposes. The reports are due 10 days after the end of the month.
- b. The applicant shall submit written quarterly reports summarizing output and outcome data, performance accomplishments, challenges, and actual expenditures. Reports shall consist of a statement by the applicant relating to the work accomplished during the reporting period and shall include statements of the nature of the work performed, identification of persons served by the applicant during the reporting period, identification of any immediate problems encountered during the reporting period, and any recommendations deemed pertinent by the applicant, as well as a statement of what activities are proposed to be accomplished during the next reporting period. In addition to the written progress reports, the applicant, upon request, shall be required to meet with representatives of the Judiciary to discuss the progress of the work required.
- c. The applicant shall, at the completion of the contract period, submit a final written report to the Judiciary. The report shall include documentation of the applicant's overall effort towards meeting the program goals and objectives, to include information on the outcome(s) of quality improvement activities in which the program is engaged. Furthermore, the applicant shall furnish any additional reports or information that the Judiciary may from time to time require or request.

- d. Quarterly reports are due 30 days after the end of the quarter. Year-end reports are due 45 days after the end of each fiscal year and/or at the end of the contract period, as applicable.

6. Pricing or pricing methodology to be used

Negotiated unit of service

7. Units of service and unit rate

Estimated number of treatment slots (per year):

Oahu:	75-100	Juveniles (Assessments)
	20	Juveniles (Outpatient/Intensive Outpatient)
	40 - 50	Parents/Family (Group Education and Engagement)

Proposals shall include, as applicable, average expected lengths of treatment proposed for out-patient/intensive out-patient; group sizes and frequency of services (i.e. number of sessions per week), as applicable; and provide fees for individual units of services. For Assessments applicant must indicate proposed unit rate applicable for both the in-custody or in-community offenders. If a separate rate is not listed, it will be assumed that the proposed fee applies to both in-community and in-facility offenders.

8. Methods of compensation and payment

- a. The Applicant shall be required to submit monthly invoices to ensure accurate payments for services rendered. Information to be included shall be client's name, date of admission, date of discharge, reason for discharge, level of service provided and number of units provided with corresponding dates and service unit fee.
- b. The Applicant shall maximize reimbursements of benefits for all levels of care through Hawaii Quest and Quest Net, the client's private insurance, the Department of Human Services or any other sources of payment made known to the Applicant by the client for treatment, housing or subsistence. Payments to the Applicant shall be reduced by received third party payments.

2.1.4 Facilities

- A. Applicants shall provide a description of its facilities and its conduciveness to the treatment being provided.