2.1 Scope of Services

The Parish is seeking qualified consultants to develop a phased implementation strategy and overall Master Plan for the Safe Haven program. Safe Haven will serve as a comprehensive, multi-faceted program near the campus of the former Southeast Louisiana Hospital which will provide a full continuum of care for those suffering with mental illness within the parish. The Parish would like the chosen consultant to devise a Master Plan including a phased implementation strategy for vacant 62,000 square feet on the hospital campus while incorporating existing programs and providing for future growth.

After the consultant is chosen, the Parish will enter into a contract for the development of a Master Plan to include the following, using the Public Health Institute study as a resource:

1. Needs Assessment
   Complete needs assessment of the local behavioral health system must include the following information at a minimum:
   i. Provide complete overview of the local behavioral health system;
   ii. Identify needs of behavioral health services within the parish;
   iii. Identify adequacy and availability of services within the parish;
   iv. Identify any and all coverage gaps that may exist within the current behavioral health system;
   v. Provide evidence-based data as a source for identification of needs;
   vi. Provide comparison of local behavioral health system to best practices regionally, nationally, or internationally;
   vii. Provide a feasibility analysis of local behavioral health system’s ability to emulate best practices given current circumstances;
   viii. Identify scenarios of what is needed in order to implement the best practices available in the creation of a world-class behavioral health delivery system; and
   ix. Identify behavioral health alternatives for emergency rooms, jail and the court system.

2. Stakeholder Identification
   Identification of local stakeholders, present and future, must include the following information at a minimum:
   i. Identify any and all stakeholders present in the local behavioral health system;
   ii. Identify present stakeholders which are actively engaged in the local behavioral health system in a positive manner;
   iii. Identify present stakeholders which have the capacity to become actively engaged in the local behavioral health system but which require significant outreach to do so;
   iv. Identify types of stakeholders which are not present in the local behavioral health system but which should be in order to better carry out the programming of Safe Haven;
v. Provide as much information as possible for each stakeholder to help with the implementation strategy; and
vi. Identify benefits of stakeholders working together to achieve specific program goals within the larger purpose of behavioral health care.

3. Implementation Strategy

Development of an implementation strategy for Safe Haven must include the following information at a minimum:
i. Provide a clear, concise narrative outlining program goals and objectives;
ii. Create implementation strategy which can be completed in phases;
iii. Develop strategy following the best practices regionally, nationally, and internationally as defined in the needs assessment;
iv. Develop strategy which addresses and attempts to close all gaps identified in the needs assessment;
v. Develop strategy which is based on evidence-based data and proven concepts;
vi. Develop a strategy which best integrates behavioral health services at the vacant 62,000 square feet with other service providers as the first phase and provide for future phases to be developed on the entire campus;

vii. Present a plan for maintaining key partnerships within the Safe Haven project and the larger behavioral health care system;
viii. Present a list of measurable outcomes with documentation of the type of data necessary to determine performance;
ix. Present a plan for meeting the measurable outcomes with specific action items related to each;
x. Provide different scenarios or routes of action to implement Safe Haven depending on the types of stakeholders involved;
xi. Identify funding sources to fund the recommendations both capital and programmatic for Safe Haven;
xii. Present an analysis of the economic impact of Safe Haven including savings for the jail system and emergency rooms, if any, and job creation benefits; and

xiii. Ensure that plan is feasible and appropriate for the behavioral health infrastructure within the parish.

In addition to the above services, consultant is free to advise the Parish on any aspects, issues or matters which may be useful in the implementation or continued development of its Safe Haven program.