

2024 CAC RFP
Child Advocacy Center
Question and Answer Responses

Instructions: All questions/inquiries about the bid must be submitted in writing by the deadline identified in the bid documents, [Date and time from RFP timeline](#). Questions/Inquiries must be listed on this template then submitted via email to michael.sturm@dcs.in.gov

	SUBMITTED QUESTION	STATE'S RESPONSE
1	IS there a delegated amount available per county, if so has it increased, or can RFP request be more than previously allocated amounts?	No
2	PowerPoint Slide 15 Cost Determination last bullet item: Funding determined on DCS assessment numbers such as hotline reports, number of times DCS chose to refer to a CAC, and/or number of forensic interviews done in previous years? And is population, geographical area, and demographics taken into consideration?	The amount is determined through assessment numbers and the needs. This could take into account the number of interviews being completed during the previous contract cycles.
3	2.4.2 Budget Worksheet and Budget Narrative: If organization has one physical location that serves multiple counties, should one be submitted for each physical location or one for each individual county served?	You can allocate budget costs per location, rather than per county. If an agency has one main location that all business is conducted from or initiated from, you may submit your budget based on the main location.
4	2.3.9 References: Client and contact information only or to include a letter of recommendation/reference?	A reference letter or a letter of support must be submitted that identifies the name and contact information of the person or entity providing the reference or letter of support.
5	1.13 Type and Term: Since the RFP can be extended for up to a total of 6 years, will there be an opportunity to ask for increases if RFP is extended?	While requests can be made, there is no guarantee that the funding would be able to be increased during extensions.
6	1.8 Due Date: Should a second email address/contact be CCd when submitting RFP to ensure delivery?	No. Please utilize the email address in the RFP instructions
7	2.5.1 Funding Sources: Can CACs again request state instead of federal dollars?	No.
8	3.2 Evaluation Criteria: There is no 3.2.3 section listed in the boilerplate.	For this RFP, there are only two scoring sections. The reference to 3.2.3 has been removed from the Table of Contents
9	3.2 Evaluation Criteria: Is the state evaluating proposals based upon cost regardless of location best for agency and families?	No. The evaluation is not based on cost.
10	Will additional language to contract to ensure compliance of CAC policies? For example, To ensure the safety of families, CAC, and MDT members reported perpetrators are not permitted at ___ CAC.	Language has been added to IX. Service Access F (2)
11	Please explain in greater detail how to deliver attachments. For example, in the Business Proposal, a Certificate of Authority and Organizational Chart are requested, and responses greater than 100 words will be an attachment. Should all Business Proposal attachments be uploaded as a single .pdf or as individual files in Word, Excel or .pdf	The business and technical proposals are Excel documents and can be submitted as such. Supporting documents can be submitted in the format best suited for that document.
12	If the entire proposal with attachments is too big for delivery, may we break it down into multiple email deliveries?	Yes, but please be clear in the email title that more than one email is expected (i.e. 1 of 2; 2 of 2)

13	<p>Referencing: Contract Section 1-A-8: Make the CAC facility available to DCS on a 24 hours per day/7 days per week basis and comply with DCS’ decisions with respect to who will interview DCS clients, whether DCS or a specific CAC staff member. Question: Service Standard IX-D states: If DCS is assessing allegations of child abuse/neglect, DCS will collaborate with the MDT to determine who will interview a client. Also, Background, section (D) states: “The MDT members work together to conduct interviews and make team decisions about investigation, treatment, and management of cases.” So, why then, does the contract specify that the CAC will comply with DCS’s decision with respect to who will interview? The service standard and the contract are contradictory.</p>	<p>The Service Standard indicates that DCS and the MDT will collaborate and the MDT will provide input regarding the interview. If there is any conflict between the service standard and the contract, the contract will take precedent.</p>
14	<p>Referencing: Contract Section 1-A-(10):) In the event of a disagreement between DCS and the LEA or prosecutor regarding the child interview or other case decision, Contractor shall consult DCS’ Service Standards regarding CACs. The service standards are modified/updated from time to time by DCS but always available in their most current form at the following link (or any designated successor website): https://www.in.gov/dcs/current-requests-for-proposals/files/CAC-RFP2-Attachment-A-Service-Standard-8.7.20-v1.pdf Question: That link takes me to a different Service Standard than the one listed in the RFP. Is this link not the most updated as stated?</p>	<p>The current Service Standard is Attachment A of the RFP</p>
15	<p>Referencing: Contract Section 1-B: Notwithstanding anything expressed or implied from the Contract to the contrary, Contractor shall obtain a signed release from the parent/guardian of the DCS client in order to receive case information from DCS. The release shall be in a form agreed upon and approved by DCS.</p> <p>Question: Why would the CAC be responsible for obtaining a signed release from parent/guardian in order to receive case information from DCS when IC 31-33-18-2 outlines that “the reports and other material described in section 1(a):</p> <p>IC 31-33-18-1Confidentiality; exceptions</p> <p>Sec. 1. (a) Except as provided in section 1.5 of this chapter, the following are confidential:</p> <p>(1) Reports made under this article (or IC 31-6-11 before its repeal).</p> <p>(2) Any other information, documents, reports, pictures, videos, images, or recordings obtained, possessed, produced, or created by:</p> <p>(A) the division of family resources;</p> <p>(B) the local office;</p> <p>(C) the department; or</p> <p>(D) the department of child services ombudsman established by IC 4-13-19-3;</p> <p>concerning a child or family with whom the department has received a report or referral or has been involved with during any stage of the department's investigation, including post-assessment or post-adoption activity.</p> <p>and the unredacted reports and other materials described in</p>	<p>See response to question #16 below.</p>

16	<p>Referencing: Contract Section 1-E: Facilitate coordinated forensic interview efforts based on open communication, information sharing, and collaborative decision making among the MDT. The MDT will discuss and share information regarding the investigation, case status, and treatment. Prior to sharing information, the Contractor shall be required to obtain a signed release from the parent/guardian of the DCS client in order to receive case information from DCS. Question: Why would the CAC be responsible for obtaining a signed release from the parent/guardian of the DCS client in order to receive case information from DCS prior to sharing information to facilitate coordinated forensic interview efforts based on open communication, information sharing, and collaborative decision making among the MDT when IC 31-33-18-2 allows for the sharing of that information between the CAC and DCS?</p>	<p>The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.</p>
17	<p>Referencing: Contract Section 1-F-3: Releases: The Contractor shall be required to have current releases for all DCS' clients and JD/JS clients for whom the Contractor's Staff provides or has provided services pursuant to this Contract. If the Contractor is unable to obtain a release from the parent, guardian, or custodian, then the Contractor shall, in accordance with Section 50 [Reports and Records Concerning Services] herein, document the reason (i.e. parent refused, parent is the alleged perpetrator, etc.) such a release was not obtained. Question: What releases are required to be obtained and maintained if CAC is required it to appear in court or appeals hearings, as well as miscellaneous administrative hearings and/or require its participation in deposition(s) (hereinafter referred to as "Appearance(s)" or "Appear(s)").</p>	<p>The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.</p>
18	<p>Referencing: Contract Section 1-G: The CAC may conduct professional training and in-house educational programs for the MDT. The CAC must request permission of the DCS and parent/guardian to utilize recorded interviews and written reports (or otherwise memorialized) for such training purposes. Contractor shall be required to obtain a signed authorization for release of information by the DCS and parent/guardian for the CAC to use the recorded interview by the MDT at the local CAC for training purposes. Additionally, all recordings are held in confidence and only utilized by the MDT for interview training sessions and presentations. The child's identity shall be protected by blurring or blocking identifying features, or by other video/audio technique designed to protect identity. The release shall be valid for a period of three (3) years from the date of signature. Any use of the confidential information beyond three (3) years will require the execution of a new release. Question: Why would the CAC need DCS permission/signed authorization to use forensic interview for training purposes when the parent/guardian has already given CAC permission?</p>	<p>All documents, records, programs, applications, data, algorithms, film, tape, articles, memoranda, and other materials (the "Materials") not developed or licensed by the Contractor prior to execution of this Contract, but specifically developed under this Contract shall be considered "work for hire" and the Contractor hereby transfers and assigns any ownership claims to the State so that all Materials will be the property of the State.</p>

<p>19</p>	<p>Referencing: Contract Section 2-B-(5): Prior to conducting an interview, the Contractor shall obtain a consent to disclose information on behalf of a child who is less than eighteen (18) years of age and is unemancipated from a custodial parent, custodian, guardian, or guardian ad litem in a written authorization that contains the date the consent expires. Question: Regarding the consent to disclose information, who/what is the consent for? Who is the parent/guardian signing to give permission to disclose information to? The only parties the CAC is sharing information with are legislated per IC 31-25-2-14.5 & IC 31-33-18-2. Why would the CAC need to obtain consent to disclose information to MDT members listed in legislation? Why would CAC need to obtain consent to disclose information to other parties, if the CAC will not disclose information to any other party?</p>	<p>The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.</p>
<p>20</p>	<p>Referencing: Contract Section 12-A: The Contractor understands and agrees that Data, materials, and information disclosed to the Contractor, including, but not limited to, CAC client information received by the Contractor or its subcontractors pursuant to this Contract, may contain confidential and protected information. The Contractor covenants that Data, material, and information gathered, based upon or disclosed to the Contractor for the purpose of this Contract will not be disclosed to or discussed with third parties without the prior written consent of the State. Question: Does the State consider members of the MDT to be third parties? If so, sharing information with MDT members is legislated per IC 31-25-2-14.5 & IC 31-33-18-2 and does not require written consent from the State.</p>	<p>The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.</p>

<p>21</p>	<p>Referencing: Service Standard Section I-D-1: The DCS and CAC partnerships include the use of the standardized release form(s) that parents/guardians sign for DCS to:</p> <p>a. Share information with the CAC in the Multidisciplinary Team (MDT) meetings and during case reviews</p> <p>b. Gain parental consent for the CAC interview of the child to be recorded and used by the MDTs and at the local CAC for training purposes</p> <p>Question: Regarding (a): Why would the CAC have signed standardized release form(s) that parents/guardians sign for DCS to share information with the CAC in MDT meetings, and during case review when the sharing of that specific information in those specific situations is legislated in IC 31-25-2-14.5 by:</p> <p>(d) A multidisciplinary team member may share with other multidisciplinary team members any information or records concerning the child, the child's family, or the person who is the subject of the investigation of suspected child abuse or neglect for the purpose of:</p> <p>(1) facilitating a forensic interview;</p> <p>(2) facilitating a case discussion or case review; or</p> <p>(3) providing services to the child or the child's caregivers</p> <p>Furthermore, IC 31-33-18-2 also addresses the same situations in which DCS can share information with the CAC in that "the reports and other material described in section 1(a)</p> <p>IC 31-33-18-1 Confidentiality; exceptions</p> <p>Sec. 1. (a) Except as provided in section 1.5 of this chapter, the following are confidential:</p> <p>(1) Reports made under this article (or IC 31-6-11 before its repeal).</p> <p>(2) Any other information, documents, reports, pictures, videos, images, or recordings obtained, possessed, produced, or created by:</p> <p>(A) the division of family resources;</p> <p>(B) the local office;</p>	<p>See response to #22 below.</p>
<p>22</p>	<p>Referencing: Service Standard Section I-D-1: The DCS and CAC partnerships include the use of the standardized release form(s) that parents/guardians sign for DCS to:</p> <p>a. Share information with the CAC in the Multidisciplinary Team (MDT) meetings and during case reviews</p> <p>b. Gain parental consent for the CAC interview of the child to be recorded and used by the MDTs and at the local CAC for training purposes. Question: Regarding (b) (from Question 9): Historically, the responsibility to gain parental consent for the CAC interview to be recorded and used by the MDT has not been a responsibility of the CAC. The MDT entity scheduling the interview procures consent to interview based on their own internal policies and procedures. The CAC does have parent/guardian acknowledge (initial and sign) that the knowledge that the interview will be recorded and used by the MDT has been shared with them (the parent). Consent, however, has historically not been the burden of the CAC. Why has the burden of consent shifted?</p>	<p>The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.</p>

23	<p>Referencing: Service Standard Section VI-C-1-(c): Professional experience in working with the criminal justice or child welfare system and has been trained in the NCAC (National Children’s Advocacy Centers) Forensic Interview model. Question: The Indiana Chapter of the National Children’s Alliance trains in ChildFirst Forensic Interview Protocol by Zero Abuse Project. ChildFirst training is held in-person across the State of Indiana at least three times per year. NCAC Forensic Interview model is out of Hunsville, AL and is only offered in-person in Hunstville, AL or virtually. Why has the NCAC Forensic Interview model been selected by DCS when ChildFirst is the model that was selected and trained by ChildFirst Indiana and supported by the Indiana of the National Children’s Alliance?</p>	<p>The language has been updated to reflect Child First or another model approved by NCAC.</p>
24	<p>Referencing: Business Proposal Template: The template asks that "Additional Document Attachment should be attached under the Other section in KidTraks with naming as noted below." This proposal is required to be submitted via email so how should the additional documents of the business proposal to be attached?</p>	<p>The supporting documents should be emailed with submission. See updated Business Proposal template.</p>
25	<p>Referencing: Business Proposal Template Section 2.3.2 General Information: All items for this section response should be in one PDF and loaded to the Supporting Documentation section of this RFP. Question: Where is the supporting documentation section of this RFP to load the information?</p>	<p>The supporting documents should be emailed with submission. See updated Business Proposal template.</p>
26	<p>Referencing: Business Proposal Template Section 2.3.3: Question: How are the attachments in this section supposed to be labeled and submitted?</p>	<p>The supporting documents should be emailed with submission. See updated Business Proposal template.</p>
27	<p>Referencing: Business Proposal Template Section 2.3.8: Question: How are the bylaws supposed to be labeled and attached to the proposal?</p>	<p>The supporting documents should be emailed with submission. See updated Business Proposal template.</p>
28	<p>Referencing: Business Proposal Template Section 2.3.9 References. Question: Clients are juveniles and Hancock Child Advocacy Center does not have legislative authority to share client information for purposes of a reference. Hancock County Child Advocacy Center does not have releases of information to share client information for reference purposes. Can we use members of the MDT as references?</p>	<p>Yes.</p>

29	<p>Referencing: Technical Proposal Instructions: Please supply all requested information in the areas shaded yellow and indicate any attachments that have been included. Document all attachments and which Section and question they pertain to in Attachment C. DCS is expecting creative cost saving solutions from all of the Respondents in an effort to distinguish the best partner(s) to select.</p> <p>Question: I am asked to document all attachments and which section and question they pertain to in Attachment C. Attachment C is the Business Proposal Template. The Technical Proposal is Attachment D. Attachment C is an excel spread sheet. On Section Two (pg 14) of the Request for Proposal Template, it is stated that all attachments should be submitted in their original format. How do you attach pdf/word documents to an excel sheet or in other words, how do I attach attachments for Attachment D to the excel spread sheet from Attachment C as instructed in the instructions for Attachment D?</p>	All attachments should be submitted via email, in their original format whenever possible. See updated Business Proposal template.
30	<p>Referencing: Technical Proposal Instructions: Provide the Technical Proposal Section number and name for which this Attachment C is being completed. Question: What is this saying?! do not understand where I am providing the Technical Proposal Section number and name? Also, is this Attachment C or Attachment D?</p>	Instructions have been updated to clarify that the Technical Proposal is Attachment D. Supporting documentation you include via email should be clearly labeled and identified in your answer. For example, if you have a supporting document for section 2.4.5 - please label the document as such in your email submission.
31	<p>center's staff will obtain parental consent for services and sharing of information within the multidisciplinary team. Question: Why would the CAC need to obtain parental consent for sharing of information within the MDT when IC 31-25-2-14.5 outlines the sharing of information within the MDT? Why doesn't law enforcement or prosecution have to have parental consent to share information but the CAC does?</p>	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
32	<p>Referencing: Contract Section 28-A-1: Commercial general liability, including contractual coverage, and products or completed operations coverage (if applicable), with minimum liability limits not less than \$700,000 per person and \$5,000,000 per occurrence unless additional coverage is required by the State. The State is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly under or in connection with this Contract. Question: We currently have \$1M per occurrence and \$2M aggregate. These limits were established by West Bend Mutual Insurance as the industry standard for our type of organization. To increase to \$5M aggregate would increase our premium 350%. Why do we need so much additional insurance than the industry standard? What additional risk would we be exposed to that would require the limits to be so high?</p>	The limits stated in the sample contract are the tort claim limits.

33	<p>Referencing: Contract Section 28-A-2: Automobile liability for owned, non-owned and hired autos with minimum liability limits not less than \$700,000 per person and \$5,000,000 per occurrence. The State is to be named as an additional insured on a primary, non-contributory basis. Question: We currently \$1M combined limit. To add this we would increase our premium 350%. We do not have company vehicles nor are we required to travel to fulfill the services offered in this proposal. Why do we need Automobile liability for this proposal?</p>	<p>The limits provided in the sample contract will protect DCS up to the tort claims cap found in IC 34-13-3. If the Respondent has an issue with what is contained in the sample contract, the Respondent should flag the issue and state how it wants the provision altered.</p>
34	<p>Referencing: Contract Section 28-A-7: Cyber Liability addressing risks associated with electronic transmissions, the internet, networks and informational assets, and having limits of no less than \$700,000 per occurrence and \$5,000,000 in the aggregate. Question: We currently have \$50,000 occurrence and \$100,000 aggregate. Our cyber insurance was implemented to cover anything on our personal computers related to our operations- not client data. Client data related to this contract is not stored onsite. Cyber client data is stored through NCA trak, the National Children's Alliance case management tool. NCAtrak is stored and backed up in a secure cloud environment. Their hosting partner is a HITRUST certified provider of cloud services that specializes in health data, and assists them in ensuring that the system is compliant with HIPAA and IT security standards. The forensic interviews are stored through the Hancock County Sheriff's Department using Polaris by Utility. Polaris by Utility is a seamless, all-in-one evidence management system that sets the standard for tracking, back up, and securing video/digital evidence, such as the forensic interview. Our insurance agent said the cyber insurance being requested by DCS in this contract is beyond the industry standard. Increasing our coverage increases our premium by 350%. Why do we need excessive cyber coverage when digital client files and forensic interviews are not stored on our site or our devices?</p>	<p>The limits provided in the sample contract will protect DCS up to the tort claims cap found in IC 34-13-3. If the Respondent has an issue with what is contained in the sample contract, the Respondent should flag the issue and state how it wants the provision altered.</p>
35	<p>Referencing: Attachment L - Covered Personnel. Question: E3, F3, and G3 display <i>Enter Contract Number Below</i> . Is that the previous contract to this RFP? Or another number?</p>	<p>For the purposes of this RFP, please enter your current contract number.</p>

36	<p>Referencing: CAC Boilerplate - pg 22, 2.4.2: The Budget Worksheet (Attachment N) must be used. There is no standard format for the Budget Narrative. Respondents must submit one Budget Worksheet and one Budget Narrative for each proposed CAC location. Respondents shall submit a budget that reflects the cost for one (1) year of service. Federal Selected Disallowed Expenses (https://www.govinfo.gov/content/pkg/CFR-2014-title2-vol1/pdf/CFR2014-title2-vol1-part200.pdf) list all expenses that cannot be included in the budget. Question: The link noted in the section to take us to the list of expenses that cannot be included in the budget directs us to a "page not found". What is the correct link to the expenses that cannot be included in the budget?</p>	<p>The link in the Boilerplate has been updated to the following: https://www.govinfo.gov/content/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part200.pdf</p>
37	<p>Referencing : Technical Proposal All Counties Proposed. Question: What is the definition of a county served? Our CAC only has an active MDT in one county but we accept referrals from areas all across the state.</p>	<p>Bidders should submit proposals based on the counties you serve regularly. DCS understands that CACs often conduct interviews for counties outside of your proposed areas.</p>
38	<p>Referencing: Business Proposal Template 2.3.11 Respondent's Diversity, Equity, and Inclusion Information: Respondent will provide their leadership plans or efforts to measure and prioritize diversity, equity, and inclusion. Also, what is the demographic compositions of Respondent's Executive Staff and Board Members, if applicable. Question: Demographic composition refers to the characteristics of a population, including (but not limited to) factors such as age, gender, ethnicity, religion and socioeconomic status. What specific characteristics are being requested to satisfy this question?</p>	<p>Respondents may include any and all characteristics desired to fulfill efforts to measure and prioritize diversity, equity, and inclusion in the workplace.</p>
39	<p>For longer responses, such as 2.3.2 General Information, am I correct in understanding that a response longer than 100 words should be an attachment and not answered within the blue box?</p>	<p>Yes, if your response to a section is more than 100 words, please submit in the form of a clearly labeled attachment</p>
40	<p>Are there font, margin and spacing requirements for attachments?</p>	<p>No</p>
41	<p>Are there page limits or word/character limits?</p>	<p>No</p>
42	<p>Service Standard (Section VI Minimum Qualifications C.c) indicates Forensic Interviewers must be trained in the NCAC protocol. NCAC protocol is not widely used in Indiana as Indiana is a ChildFirst protocol state. Would any forensic interview protocol recognized by National Children's Alliance be acceptable?</p>	<p>The language has been updated to reflect Child First or another model approved by NCAC.</p>
43	<p>The RFP skips from Attachment L to Attachment N. Was there supposed to be an Attachment M?</p>	<p>No</p>
44	<p>The RFP indicates that the contract could be extended to a total of 6 years. Will the state increase funds allocated at any time during those 6 years or will the initial award amount remain the same during the 6 years?</p>	<p>An increase in funding is currently not budgeted.</p>

45	Regarding the Technical Proposal (2.4.1)- It is asking the CAC to obtain parental consent for services. DCS has initial contact with the parent and has to seek consent from the parent for interviewing. Will the FCM be completing the release form with parents prior to arriving at the CAC?	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
46	Regarding the Service Standard (Section - Introduction D, 1) HEA1123 permits the sharing of information between DCS and the CACs, what is the purpose of obtaining consents to share information? How is this different than DCS sharing information with other MDT members (law enforcement and prosecutors)?	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
47	Regarding the Service Standard (Section - Introduction D, 1) HEA1123 permits the sharing of information between DCS and the CACs, will FCM's be permitted to share information with the CAC/MDT even if a parent does not sign the release form?	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
48	Regarding Service Standard (Section - Introduction D 1b) CACs do not ask parental permission to video/audio record the forensic interview due to the fact that it is required for documentation and accuracy. Permission is requested to use the interview for training purposes. Can the Service Standard be updated to reflect that the permission is for use during training/peer review only?	Reference to the release form for use of MDT Meetings and case review has been removed. Parental consent continues to be necessary for training purposes
49	Service Standard (Section IX Service Access, A) When the standards says all centers shall be available 24/7, does providing 24/7 on-call forensic interviewers suffice for that? There has been confusion in our counties that FCMs can access the CAC at all hours for cases/situations not involving the CAC or MDT.	The Service Standard has been updated to reflect that availability is for the facilitation of a forensic interview
50	Sample Contract (Section - Background A) The contract reads that "children who have disclosed abuse are interviewed". Can that be corrected to read "children for which there is a concern of abuse are interviewed"? A disclosure is not required prior to the forensic interview.	Children who are alleged to be victims of abuse may be interviewed.
51	Sample Contract (Section - Duties of Contractor B) HEA1123 permits the sharing of information for the purposes of the forensic interview, case discussion and case coordination. Why is a release required at all? And, why is this the burden of the CAC and not DCS?	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
52	Sample Contract (Section - Duties of the Contractor, C) Finding Words is no longer a forensic interview protocol. The verbiage should be updated to ChildFirst. Will any protocol recognized by National Children's Alliance for accreditation purposes be accepted?	Yes, the language will be updated.

53	Sample Contract (Section - Duties of the Contractor, C) National Children's Alliance does not recognize "DCS Forensic Interviewing" as a best-practice interview protocol. As an Accredited Child Advocacy Center, we would not be able to permit people with that training to conduct interviews at the CAC. How will this be handled?	The language will be updated.
54	Sample Contract (Section Duties of Contractor, E) The sample contract again notes that the CAC is required to secure a release of information. The CAC does not have contact with parents before scheduling a forensic interview. How do you anticipate this release would be signed before an interview can be scheduled as information will need to be shared to coordinate the appropriate response?	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
55	Sample Contract (Section - Duties of Contractor, G) Permission to use for training requires DCS to approve a request to use an interview for training...what is the process for this approval? Who is the contact person? What will the turnaround time be to get approval? What will determine if a request is approved or denied by DCS?	Requests will need to be submitted to the notice party listed in paragraph 34.A.(1) of the sample contract. The turnaround time and the assessment process will both be reasonable.
56	Sample Contract (Section - Consideration, 5) DCS and/or law enforcement are contacting the CAC to coordinate the execution of the forensic interview, how is it the burden of the CAC to secure consent when the FCM and LE are coordinating the interview with the parent/caregiver? The CAC frequently doesn't have contact prior to a forensic interview...particularly in acute cases. I'm unclear on how the CAC is expected to meet this requirement to provide the forensic interview that is needed.	The CAC will not need to obtain a release from the parent/guardian for any activity engaged in related to the duties being procured under the contract, this includes the forensic interviews and participation in a MDT; however, the CAC would need to obtain a release from the parent/guardian if the CAC wants to obtain any information for its non-contracted duties.
57	The RFP indicates that the contract may be extended by 2 additional 2 year terms but the contract indicates that it can only be extended by 1 additional 2 year term. Can you clarify which is correct?	It is 4 years, with a 2-year extension.
58	Sample Contract (Section 50 - Report and Records, B) The contract says "any" and "all" services to a particular child but the contract is limited to forensic interviews. So are the reports required limited to forensic interviews even if the CAC provides other services?	The reports would be limited to services provided under the contract.
59	Sample Contract (Insurance) The insurance limits required in the sample contract have more than doubled our current requirements. Our insurance provider has indicated that \$1 million per occurrence and \$2 million in coverage is the industry standard and more than appropriate for our organizations size and scope. Can the insurance requirements be adjusted to be more reasonable?	The limits provided in the sample contract will protect DCS up to the tort claims cap found in IC 34-13-3. If the Respondent has an issue with what is contained in the sample contract, the Respondent should flag the issue and state how it wants the provision altered.
60	The contract contains clauses that are not in line with current law or best practice. If a CAC cannot provide a transmittal letter and/or business proposal that accepts all the clauses without exception, what is the path forward for negotiating the language of the contract?	If the Respondent has an issue with what is contained in the sample contract, the Respondent must identify the issue and state how it wants the provision altered.
61	Is there an Attachment M? I just want to make sure I am not missing something	No, there is no Attachment M.
62	Why does the forensic interviewer have to be trained in NCAC?	The language has been updated to reflect Child First or another model approved by NCAC.

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