

2019 PROGRAM SPECIFICATION
Premier Workforce Solutions

PROGRAM #: 655

STANDARD PROGRAM: SAIL Crisis Staff

TARGET POP: MI

YEAR: 2019

UNITS: Actuals

CLIENTS: N/A

ALLOCATION: TBD

UNIT DEFINITION: Actual Expenses

GEOGRAPHICAL AREA TO BE SERVED: Southeast Wisconsin

DAYS/HRS OF SERVICE AVAILABILITY: 24 hours/day, 7 days/week

MINIMUM STANDARDS:

Provider must agree to comply with the following terms and conditions:

- Standard contract language
- Certification standards where applicable
- Fiscal and program reporting criteria
- Allowable Cost Policy
- Audit criteria
- Policies and procedures as defined in Racine County Human Services Department Contract Administration Manual
- Maintain adequate liability coverage
- Civil Rights/Affirmative Action Policies
- Criminal background checks for staff
- Drug screening, driver's license checks and reference checks
- Human Resources Condensed Policy Manual for Student Interns, Volunteers, Temporary Agency and Contracted Staff.
- Payment of all wages, payroll taxes, worker's compensation, social security, federal and state unemployment insurance and any and all other federal and state taxes relating to the staff
- Fair Labor Standards Act
- Withholding payroll taxes, paying unemployment insurance, worker's compensation and social security contributions
- Complete performance evaluations and discipline and maintain employment records
- Recognize that authorization for services is approved by Racine County Human Services Department.
- All informational materials (program descriptions, brochures, posters, etc.) must identify it as a RCHSD program through the use of a standardized RCHSD format provided by Racine County.
- The program must be identified as a RCHSD program in all public presentations and media contacts/interviews.
- All Provider external vacancies shall be advertised on JobCenterofWisconsin.com and Indeed.com

PROGRAM DESCRIPTION:

The Provider will provide contracted staff and payroll services for the Behavioral Health Services of Racine County located at the Racine County Dennis Kornwolf Service Center.

This is a 24/hour, 7 day a week operation, including weekends and holidays.

The following positions will be staffed by the provider:

Mental Health Technician - 12.5 FTE Positions:

The Mental Health Technician will provide direct care and perform routine tasks under the supervision of the SAIL Supervisor. Mental Health Technicians work directly with clients under specialized care to decrease their stress level and a number of other disturbances. Specific duties are often varied, but will provide supportive services and other functions as needed by the SAIL Program.

Qualifications:

A High School Diploma, GED, or equivalent preferred. Demonstrated skill and/or potential in working with individuals with special needs in a supportive environment.

SAIL Lead Worker – 2 FTE Positions:

The SAIL Lead Worker teams with behavioral health professionals to plan and provide mental health services for individuals in crisis, provide general counseling, case management and community resources, and do other work as required by The SAIL Program.

Qualifications:

Certified Social Worker, Certified Advance Practice Social Worker, Certified Independent Social Worker or Qualified mental health professional with at least a Bachelor's Degree, or relevant field experience, in a relevant area of education or human services and a minimum of one year of combined experience providing mental health services, or work experience and training equivalent to a Bachelor's degree including a minimum of four years of work experience providing mental health services.

All positions and job descriptions will be approved by the Human Services Department.

EVALUATION OUTCOMES:

1. 100% of referred candidates will meet minimum qualifications per the job description provided by Racine County.
2. 90% of vacancies will be filled within 60 days of initial posting.
3. 90% of employees will maintain a position within Racine County for the calendar year, maximizing employee retention.

An Evaluation Outcome Report must be submitted to Racine County HSD Contract Compliance Monitor by 2/1/20.