

# NOTICE OF AVAILABILITY OF STATE AND FEDERAL FUNDS

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Commission on Quality of Care and Advocacy for  
Persons with Disabilities  
401 State Street  
Schenectady, NY 12305

## NOT-FOR-PROFIT PROVIDERS

### **Surrogate Decision-Making Committee (SDMC) Program**

As the administering agency for the SDMC program, CQCAPD is announcing the availability of state local assistance funding to establish five-year contracts with not-for-profit agencies to provide SDMC program services in six NYS regions for the period November 1, 2010 - October 31, 2015.

Program Summary: Each contractor will be responsible for coordinating/facilitating SDMC panel hearings in its region. These hearings determine the necessity of medical treatment/surgical procedures for persons without legal surrogates who are unable to make decisions regarding their own care. Specific duties include: (1) assigning the client's application for treatment to a panel, identifying panel members, and contacting panel members to arrange the hearing and informing them of the time, place and date of hearing; (2) mailing the application and all other necessary case material to panel members and other involved parties; (3) answering questions and resolving problems regarding hearing procedures and providing technical assistance at hearings; (4) attending panel hearings, recording hearings, and sending hearing records to CQCAPD; (5) mailing results of panel determinations to CQCAPD and to necessary individuals, and providing right-to-appeal notices as necessary; and (6) preparing data entry forms and transmitting this information to CQCAPD.

It is anticipated that six contracts will be awarded with a total of approximately \$349,200 in state local assistance funds available for the SDMC program during the first one-year period (November 1, 2010 - October 31, 2011) of the contract term. The six regions comprising the statewide program are: Capital District/Taonic (14 counties), Central/Broome (14 counties), Western (7 counties), Finger Lakes (10 counties), Long Island/Brooklyn/Queens (4 counties), and NYC/Hudson (7 counties). Funding amounts for years two through five of the five-year term will be subject to the availability of state local assistance funds.

A Request for Proposals (RFP) will be released on May 5, 2010. Due date for receipt of proposals is June 18, 2010 at 2:00 p.m. Subcontracting will not be allowed without the express written approval of CQCAPD.

*For an application and a full description of the required services and counties served by each region, contact:* Thomas Fisher, SDMC Program Coordinator, at the above address; by phone at (518) 388-2821; or by email at [tom.fisher@cqcaped.state.ny.us](mailto:tom.fisher@cqcaped.state.ny.us). An RFP announcement will also be available on the Commission's website, under the "RFP Notices" Section at [www.cqcaped.state.ny.us](http://www.cqcaped.state.ny.us)

