

Provider Enrollment Engagement with Potential PROMISE Providers

Division of Substance Abuse and Mental Health (DSAMH)

Policy Number: DSAMH053

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Applicability:

1. DSAMH Internal Policy

Approved By: Joanna Champney, Director



Date Signed: June 24, 2026

I. PURPOSE

To clarify the procedure that Provider Enrollment shall follow when engaging with potential PROMISE providers and the steps the provider shall take to apply for certification.

II. POLICY STATEMENT

The role of Provider Enrollment is to assist potential providers with technical assistance for DSAMH certification. Potential group home providers who have not completed the necessary steps to be able to obtain certification through DHCQ shall be directed to the appropriate entities or resources. Provider Enrollment shall remain a neutral party at all times in the request for proposal (RFP) process. For this reason, Provider Enrollment shall not engage in technical assistance with any potential providers who have not been awarded contracts by the State.

III. DEFINITIONS

“PROMISE” means Promoting Optimal Mental Health for Individuals Through Supports and Empowerment (PROMISE) Home and Community-Based Services (HCBS) waiver program under DSAMH for adults 18 and over. PROMISE assesses clients for level of care needs and monitors services to ensure the client receives appropriate care from contracted providers.

“PROMISE programs” means DSAMH-contracted programs which provide the following levels of care:

- A. Assertive Community Treatment (ACT)
- B. ACT Plus
- C. Intensive Case Management (ICM)

- D. Mental Health Group Homes
 - E. Personal Care
 - F. Peer Services
 - G. Benefits Counseling
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IV. SCOPE

All providers seeking to apply for RFPs for PROMISE services.

V. EXCEPTIONS

Provider Enrollment shall engage with potential PROMISE providers at the request of DSAMH leadership.

VI. PROCEDURES/RESPONSIBILITIES

- A. Prior to an RFP being posted, Provider Enrollment may meet with providers only to offer information about the process to apply for certification and supply resources. Provider Enrollment shall not assist with the development of policies or other program requirements.
 - B. Once an RFP has been posted, Provider Enrollment may not meet with any potential providers for the PROMISE services included on the RFP.
 - C. Any provider seeking to provide PROMISE services, who has completed the RFP and is in the process of completing a contract with DSAMH, may meet with Provider Enrollment at the discretion of PROMISE.
 - D. Once the contract has been awarded, Provider Enrollment may engage with the provider to begin the application process for certification.
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VII. REFERENCES

- A. N/A
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VIII. POLICY LIFESPAN

This policy will be reviewed annually.

IX. RESOURCES

- A. RFP: <https://dhss.bonfirehub.com/portal/?tab=openOpportunities>
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X. RELATED POLICIES

- A. N/A