



City and County of San Francisco  
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## SCOPE OF WORK

**Street Medicine BEST Neighborhoods Peers**

**March 30, 2023**

<b>Project Name</b>	<b>Street Medicine - Bridge and Engagement Services Team (BEST): Neighborhoods Teams</b>
<b>Point of Contact and Email</b>	<b>Krista Gaeta (krista.gaeta@sfdph.org)</b>
<b>Exec Sponsor</b>	<b>Imo Momoh</b>
<b>Team Members</b>	<b>Krista Gaeta, Dara Papo, Deb Borne, Heather Weisbrod</b>
<b>Project Timeframe</b>	<b>July 2023 – June 2025</b>

### Project background and description

Under the Office of Coordinated Care (OCC), the Department of Public Health is working to expand street-based services by creating Bridge and Engagement Services Team (BEST) Neighborhood engagement teams to provide rapid, trauma-informed behavioral and physical health assessments; community-based therapeutic interventions to promote healing, wellness, and positive community participation; and linkages to benefits, housing and community resources. The new engagement teams are composed of street-based clinicians and peers in assigned neighborhoods. The integrated teams will be working 7 days a week with focused and phased interventions to support clients in transitioning to ongoing care and services.

### Project scope

The OCC is the primary conduit for DPH to accept, triage, and respond to referrals for follow up and linkage to behavioral and physical health care from hospitals, clinics and other non-medical street-based programs across the city. The BEST Neighborhood teams will be directed to reach people for linkage/follow up. The team works closely with other street teams within the City and County such as Street Crisis Response team, The Homeless Outreach Team, and Community Ambassadors.

The OCC BEST Neighborhood teams will:

- Respond to referrals and provide targeted engagement, assessment, care planning and linkage to other street and four walls health services.



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- Assess for 5150
- Connect clients to low-threshold services for immediate psychiatric or medical need, such as Street Medicine, or Managed Alcohol Program
- Connect clients to other linkage and care managers from OCC, BEST ECM, additional SFHN ECM, and ICM teams
- BEST Neighborhood Peers will
  - Link and navigate clients to housing and benefits
  - Support SFPD Street Medicine health teams in:
    - engagement and relationship building with people experiencing homelessness.
    - linkage and engagement to Street Medicine Enhanced Care Management and Community Supports.
    - Support clients with a street based Medi-Cal enrollment processes, which would otherwise need to be done in four walls centers.

Sustainability Plan: Behavioral Health Services Department has secured a portion of ongoing funding for future fiscal years and is optimistic about additional ongoing funding opportunities that are in process. The team would welcome further discussion about this with our Managed Care Plan Partners and expect updates about additional funding soon.

## Project Deliverables

Exclusions – Describe any specific components that are excluded from this project
N/A

Major milestones ( <i>first 6 months</i> )	
Deliverables	Delivery Date
Onboarding and Training	July – August 2023
Resource Guide	August 2023
75% of Staff Trained and Actively Delivering Services	September 2023
First Quarterly Report	December 2023



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## Stakeholders

Name	Department	Role
Krista Gaeta	DPH	Director, Strategic Initiatives
Dara Papo	DPH	Director, Whole Person Integrated Care
Deb Borne	DPH	Administrator
Imo Momoh	DPH	Director, Behavioral Health Managed Care
Heather Weisbrod	DPH	Director, Office of Coordinated Care

Estimated Budget : **\$2,700,000 in FY 23-24 and \$2,835,000 in FY 24-25 (pending final RFP results)**

Proposed Contracts Budget	TOTAL
Salaries	<b>\$1,749,248</b>
Employee Benefits	<b>\$481,045</b>
<b>Subtotal Salaries &amp; Employee Benefits</b>	<b>\$2,230,293</b>
Operating Expenses	<b>\$101,555</b>
<b>Subtotal Direct Expenses</b>	<b>\$2,331,848</b>
Indirect Expenses	<b>\$343,314</b>
Indirect %	<b>14.72%</b>
<b>TOTAL FUNDING USES</b>	<b>\$2,675,162</b>



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### Staffing

Position Title	FTE	Salaries
Divisional Director	0.05	\$6,695
Associate Director	0.50	\$57,500
Program Assistant	1.00	\$74,915
Peer Supervisor	3.00	\$237,875
Peer Counselor	15.50	\$1,372,263
<b>Totals:</b>	20.05	\$1,749,248
<b>Employee Benefits:</b>	27.50%	\$481,045

### Operating

Estimated Annual Budget	
Rent	\$16,200
Utilities (telephone, electricity, water, gas)	\$27,645
Building Repair/Maintenance	\$900
<b>Occupancy Total:</b>	<b>\$44,745</b>
Office Supplies	\$3,000
Program Supplies	\$12,000
IT Supplies	\$9,000



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<b>Materials &amp; Supplies Total:</b>		<b>\$24,000</b>
Training/Staff Development		\$4,000
Insurance		\$14,450
Membership Fee		\$1,500
Professional License		
Software Subscription		\$2,500
Permits		
Equipment Lease & Maintenance		\$360
<b>General Operating Total:</b>		<b>\$22,810</b>
Local Travel		\$500
<b>Staff Travel Total:</b>		<b>\$500</b>
Other (provide detail):		
Recruitment (Job Postings, etc.)		\$2,000
Client Stipends		
Client-Related Food		\$2,500
Client-Related Other Activities		\$5,000
<b>Other Total:</b>		<b>\$9,500</b>
<b>TOTAL OPERATING EXPENSE</b>		<b>\$101,555</b>