



Request for Letters of Interest (LOI) MHTC/010

Certification Hearings Release Date: October 24, 2025

The Sacramento County Department of Health Services, Behavioral Health Services Division (BHS), is seeking a qualified organization to provide certification hearings for involuntarily committed patients in locked, psychiatric facilities and all emergency departments in the County of Sacramento.

The Lanterman-Petris-Short Act (LPS), Welfare and Institutions (W&I) Codes §5150, §5250 and 5270 mandate certification review hearings for the involuntary hold of mentally disabled persons certified for intensive treatment. Currently there are ten (10) psychiatric facilities within Sacramento County and nine (9) emergency departments. In Fiscal Year 2024/25 approximately 8,193 Certification Hearings were conducted.

A qualified organization must be able to meet the following minimum requirements:

1. Must provide Certification Review Hearing Officers for all certification hearings in Sacramento County inpatient facilities and emergency departments pursuant to and in compliance with W&I Code §5150, §5250 and 5270 et seq. and the practice and procedures established by the California Association of LPS Hearing Officers (CALPSHO) for all designated facilities.
2. All Certification Review Hearing Officers must hold active membership with the State Bar of California.
3. Each Certification Review Hearing Officer must have at least one (1) year experience performing Certification Hearings for involuntarily committed patients in locked psychiatric facilities.
4. Must provide a court liaison that will act as point of contact for the County. Liaison shall schedule certification review hearings and notify facilities of the date and time of hearings, receive notification of all certifications, file certification documents when required, and maintain court records for all persons subject to certification proceedings in the County. This liaison will also be the point of contact for facilities regarding questions or specific issues that might arise outside of normal certification hearing hours.
5. Provide notification of decisions at the conclusion of the certification review hearings pursuant to and in compliance with W&I Code §5256.7. After the hearing, or as soon as practicable, the patient advocate, the facility, the public defender, and the court shall be



given a copy of the hearing officer's written opinion clearly stating whether probable cause was found and on what ground(s), the evidence relied on and the reasons for the decision in accordance with W&I Code §5256.7; or, if the hearing officer determines that probable cause does not exist for an alleged ground, the opinion shall reflect that the patient is no longer legally held on that ground.

6. Must have the ability to conduct certification hearings via HIPAA-secured video conferencing or telephone.
7. Single agency submissions only. No collaborations, partnerships, multi-agency, or fiscal sponsorships submissions will be accepted.
8. Must be able to meet all Sacramento County contract requirements.

Qualified organizations must respond by the due date below using the LOI form below. The form must include your organization's legal name, address, phone number, e-mail address and contact name.

This will be the only advertisement of this public notice, and/or Request for Proposal (RFP) if utilized. The County reserves the right to award a contract to one or more bidders for all or part of these services. In addition, the County reserves the right to cancel this request for LOI and/or issue an RFP for these services, to reject any or all LOI and/or proposals, to issue addendums or supplements, and to determine which LOI and/or proposal shall be accepted. The County reserves the right to request additional information or documents from organizations. If this LOI is cancelled, or no organization is awarded, the County reserves the right to issue a new LOI at a later date. If necessary, the County reserves the right to reissue the cancelled LOI to only those organizations who have successfully responded to this LOI. Only those agencies that respond to this public notice are eligible to participate in the RFP for these services if an RFP is utilized in the future.

If the County receives more than one qualified response to this request for LOI, the County shall conduct an interview process to be scored by a panel. Only those individuals that respond to the LOI and meet the minimum requirements of this request for LOI shall be able to participate in the interview process. Respondents will be contacted and assigned an interview date and time. Phone and video interviews will be permitted.

Responses are due and must be received by 5:00 PM (PDT), November 14, 2025 by email to <mailto:mhtcexecteam@sacounty.gov> . Mailed, faxed or hand delivered submissions will not be accepted. Submissions to any other email address will not be accepted. Late submissions will not be accepted.



**CERTIFICATION HEARINGS
LOI MHTC/010**

Organization's Legal Name:	
Address:	
Phone:	
E-Mail:	
Contact Name:	

I attest that my organization meets the following minimum qualifications related to LOI MHTC/010.

1. Our organization will provide Certification Review Hearing Officers for all certification hearings in Sacramento County inpatient facilities and emergency departments pursuant to and in compliance with W&I Code §5150, §5250 and 5270 et seq. and the practice and procedures established by the California Association of LPS Hearing Officers (CALPSHO) for all designated facilities.
☐Yes ☐No
2. Our Certification Review Hearing Officers hold active membership with the State Bar of California.
☐Yes ☐No
3. Our Certification Review Hearing Officers have at least one (1) year experience performing Certification Hearings for involuntarily committed patients in locked psychiatric facilities.
☐Yes ☐No
4. We will provide a court liaison that will act as point of contact for the County and can complete all the requirements of the court liaison listed in the LOI.
☐Yes ☐No
5. We will provide notification of decisions at the conclusion of the certification review hearings pursuant to and in compliance with W&I Code §5256.7. After the hearing, or as soon as practicable, the patient advocate, the facility, the public defender, and the court shall be given a copy of the hearing officer's written opinion clearly stating whether probable cause was found and on what ground(s), the evidence relied on and the reasons for the decision in accordance with W&I Code §5256.7; or, if the hearing officer determines that probable cause does not exist for an alleged ground, the opinion shall reflect that the patient is no longer legally held on that ground.
☐Yes ☐No



6. Our organization can conduct certification hearings via HIPAA-secured video conferencing or telephone.
☐ Yes ☐ No
7. This is a single agency submission. (No collaborations, partnerships, multi-agency or fiscal sponsorships submissions will be accepted.)
☐ Yes ☐ No
8. Our organization can meet all Sacramento County contract requirements.
☐ Yes ☐ No

I acknowledge the above information is true and accurate.

Signature of Organization Director or Designee

Date

Printed Name: _____

Title: _____