

Instructions

This Response Template must be used for submission of written questions. All questions should provide the requested information. Those that do not, may not be answered by DHS. The Vendor may add as many lines as needed. DHS would strongly prefer the Vendor to ask multi-part questions as individual questions on separate lines.

Instructions: Complete all cells of each question asked in the Table below. Clearly identify the referenced section or text.

Question ID	RFP Reference (page number, section number, paragraph)	Specific IFB Language	Question	Answers
<i>Example</i>	<i>Page 7, section 1.15, C</i>	J. Vendors may submit multiple bid	<i>May vendors submit more than one bid?</i>	<i>yes See section 1.15, J</i>
1	Page 12, section 2.4, E	Scope of Work, Availability	Will this position be full time, part-time, or strictly on-call/as needed basis?	<i>Services will be provided as needed by referral.</i>
2	Page 11, section 2.2	Service Delivery Location	Will the provider be completing the evaluations at the patients' home?	<i>No. Contractor must conduct evaluations at their own facility unless otherwise mutually agreed upon with DHS. Refer to Addendum 1</i>
3	Page 11, section 2.2	Service Delivery Location	Will the service provided expand the entire state or in a specific area?	<i>Statewide coverage is needed.</i>
4	Page 12, section 2.4, E	Scope of Work, Availability	If our provider is not the closest provider in proximity to the client, how is their schedule determined? Is this more like a PRN set up or do they have a consistent schedule?	<i>Providers will set their own schedules based on the number of referrals in accordance with Attachment C Performance Indicators.</i>
5	Page 11, section 2.3	Minimum Qualifications	Are there any specific requirements regarding Continuing Education credits or certifications? (i.e expert testimony)	<i>Throughout the duration of the contract, Contractors must maintain licensure in good standing as specified in Section 2.3.C. There are no separate continuing education credits or certifications outside of what is already required for maintaining requisite licensure.</i>
6	Page 11, section 2.3	Minimum Qualifications	Do you require an APA accredited internship/residency and/or APA accredited doctorate?	<i>Refer to Section 2.3.C of the solicitation</i>
7	Page 2, section 1.3, C	The term of this contract shall be for 1 year.	Would you considered 6 month contracts or just 1 year?	<i>No. The initial term of the contract shall be for one (1) year as specified in Section 1.3</i>
8	Pages 12 & 13, section 2.4, G & I	Scope of Work, Psychological Evaluations & Court Testimony	Are there any additional responsibilities than psych evals and court appearances?	<i>No</i>
9	Page 2, section 1.3, A	A Term contract will be awarded to multiple vendors.	How many agencies do you plan to award?	<i>DHS will base the number of awards on bid submissions that meet minimum qualifications.</i>
10	General		What are your COVID protocols? Vaccine Required? PPE requirements/protocols?	<i>DHS follows the Arkansas Department of Health (ADH) guidelines regarding COVID protocols. Currently, Medicaid providers or vendors providing services at facilities that are receiving Medicaid funding must also comply with the Centers for Medicare & Medicaid Services (CMS) vaccine mandate requirements. Refer to Addendum 1</i>

11	General		Will there be a # of hours the provider will be guaranteed per week/month?	<i>Providers are not guaranteed a set number of hours as the service will be provided on an as needed basis.</i>
12	General		What is the credentialing timeline?	<i>Contractor must be licensed and have three years of experience as outlined in Section 2.3 of the solicitation prior to bid opening date/time.</i>
13	General		May this position be staffed via telemedicine?	<i>Only as allowed under relevant state telehealth guidelines, rules and regulations.</i>
14	General		Do you possess any telehealth equipment?	<i>No</i>
15	General		Do you utilize a specific platform for video conferencing?	<i>No</i>
16	General		Do you currently utilize an electronic medical record? If so, will this be accessible to the vendor, or do you need a separate EHR?	<i>No</i>
17	General		If you have a paper system, how will the chart and supporting documents be sent to the provider?	<i>Charts and supporting documents will be sent to providers through a secure email address.</i>
18	General		If on paper- does the provider have to keep a copy of progress notes?	<i>Yes</i>
19	General		What other (if any) clinical staff will be available to assist the provider either onsite or via telemedicine?	<i>Contractor must provide facility, personnel, and resources required to provide services.</i>
20	General		What is the level of acuity among your population?	<i>Acuity levels will vary based on the client.</i>
21	General		What age range will the Psychologist be evaluating?	<i>Refer to Section 2.4.C in the solicitation</i>
22	General		If selected, would the interview process be onsite or remote?	<i>Contractor must conduct evaluations at their own facility unless otherwise mutually agreed upon with DHS.</i>
23	General		Can you please provide most recent spreadsheet for rates year 2020-2021?	<i>Not Applicable</i>
24	General		What is the cancellation ratio?	<i>Information not immediately available.</i>
25	General		Are these patients seen by appointment only?	<i>Yes; refer to section 2.4.F of solicitation</i>
26	General		Are you open to using 1099 Contractors?	<i>Refer to Section 2.3 Minimum Qualifications and 1.11 of the solicitation</i>