

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 seperate 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 RFP Language	Question	Answers
Example	Page 7, section 1.15, C	J. Vendors may submit multiple bid	May vendors submit more than one bid?	yes See section 1.15, J
1	Page 10, section 2.3	General	Are locum agencies eligible to bid?	Refer to section 2.3 of the Invitation for Bid
2	page 10, Section 2.2	Service Delivery Location	Is this inpatient or OP?	Inpatient. These are residents of a Long-Term Care Facility.
3	page 10, Section 2.4, B	Scope of Work, Schedule	How many days a week?	Refer to Addendum 1, Section 2.4.B.2
4	Page 10 section 2.4, B	Scope of Work, Schedule	Is the Psychiatrist expected to exceed the 20 hours/week between onsite and call?	Refer to Addendum 1, Section 2.4.B.2
5	page 10, section 2.3	Minimum Qualifications	Does the Psychiatrist need to be Board Certified or can they be Board Eligible?	Board Certified
6	page 10, section 2.4	Minimum Qualifications	If BE, is there a certain number of years outside residency?	Not Applicable
7		General	What is the credentialing timeline?	Assuming the contractor meets all requirments, a couple of weeks.
8		General	Are you able to grant temporary/emergency priviledges?	Not Applicable
9	Page 10, section 2.2	Service Delivery Location	Can this be done by telepsychiatry?	No
10	Page 10, section 2.3	Service Delivery Location	Do you possess any telehealth equipment? (i.e. - telehealth carts, fixed units in rooms)	No
11	Page 10, section 2.4	Service Delivery Location	Do you utilize a specific platform for video confrencing?	Not Applicable
12	Page 10, section 2.5	Service Delivery Location	Do you currently utilize an electronic medical record? If so, will this be accessible to the vendor, or do you need a separate EHR?	No
13	Page 10, section 2.6	Service Delivery Location	Does the EMR allow for e-prescribing? Do you have a fob/token system for Scheduled drugs?	Not Applicable
14			What other clinical staff will be available to assist the provider either onsite or via telemedicine?	Clinic RN
15	page 11, section 2.4, C, #5	Services, Court	Is there a large forensic piece of this?	No
16	page 11, section 2.5, C	Services, Evals and Consults	How much time is given for initial evals and med checks?	Flexible within the allotted daily hours of the contract. Quality of service is paramount.
17	page 2, section 1.3, A	General	How many vendors do you plan to award?	1 per location
18	page 10, Section 2.4, B	Scope of Work, Schedule	Is the Psychiatrist able to make own schedule (for the 20 hours/week) or is it dictated by the facility staff?	Refer to section 2.4.B.4 of the Invitation for Bid
19	page 4, section 1.12	Pricing	What was the overall total spend for previous contract?	Not Applicable
20	page 4, section 1.12	Pricing	Please provide most recent spreadsheet for rates year 2020-2021.	Not Applicable
21			Will the psychiatrist be sharing the initial eval/consult notes with other providers?	All notes must be available in the medical chart & Master file. Refer to section 2.5 of the Invitation for Bid
22	page 10, Section 2.4, B	Scope of Work, Schedule	Are med checks and follow up appointments pre-set/pre-scheduled or does provider schedule them?	Set by the contractor Refer to section 2.4.B.4 of the Invitation for Bid
23			is the provider expected to be "on call" in addition to the 20 hours per week	Yes. Refer to section 2.4.B.3 of the Invitation for Bid
24	page 11, Section 2.4, B, #3	Scope of Work, Schedule	Does provider need to be within certain distance of facility for "on call"?	Not applicable to on-call
25	page 11, Section 2.4, B, #3	Scope of Work, Schedule	What is 24/7 "on call", is rounding included in this?	No
26	page 11, Section 2.4, B, #3	Scope of Work, Schedule	Is 24/7 on call via tele?	Telephone. Our nursing staff will contact the Psychiatrist who will evaluate the situation and prescribe chemical interventions as deemed appropriate. Refer to section 2.4.B.3 of the Invitation for Bid
27	page 11, Section 2.4, B, #3/pg 4, 1.12	Scope of Work, Schedule/ Pricing	Are you paying for provider to be on call 24/7 or just for the time they are providing a medical consultation?	Not paid for on call time just time providing service and medical consultation.
28			Do we need to include candidate's CV's, licenses, and other documentation with our bid?	See page 10, Section 2.3C
29	Written Question(s)		If awarded the bid, how many candidates can be selected?	We need a provider who can learn the residents and provide quality psychiatry services for the long-term. We don't need a rotating group of providers. 1 provider per location. Refer to Addendum 1, Section 2.4.C

30	page 11, Section 2.4, B, #3	Scope of Work, Schedule	On average, how many "emergency on call" calls does the current provider get per month?	<i>4- 8 per month. This varies by facility. It could reach several per day during cyclical behavioral emergencies.</i>
31	page 11, Section 2.4, B, #4	Scope of Work, Schedule	Is there a response time requirement for emergency call? (ex. Have _ hours to respond)	<i>Refer to Addendum 1</i>
32	Invitation for Bid	General	The words "Contractor" and "Clinicians" are used interchangeable. LocumTenens.com just wants to clarify that we are a temporary staffing agency who will source, screen and present psychiatrists but will not be providing the psychiatry services. The Clinicians we staff will perform the psychiatry services.	<i>We need a provider who can learn the residents and provide quality psychiatry services for the long-term. We don't need a rotating group of providers. 1 provider per location. Refer to Addendum 1, Section 2.4.C</i>
33	Attachment D Terms and Conditions, page 6, Indemnification	Indemnification	LocumTenens.com needs a clarification from the state on "Any claims or losses resulting from services rendered by <u>any person</u> ". "Any person" is broad and it could be interpreted as a clinician. LocumTenens.com does not indemnify clinicians because they are independent contractors, not employees.	<i>The Indemnification clause, to which you refer, discusses the indemnification of the State, which includes the Department, its officers, agents and employees. See Terms and Conditions Indemnification Clause p. 5-6.</i>
34	Attachment E Pro Forma Service Contract, page 5, Indemnification	Indemnification	LocumTenens.com requests that the state remove the word "assigns". Assigns can be interpreted as clinicians and we do not indemnify clinicians.	<i>The State does not conduct negotiations through the clarification of the bid solicitation process. Vendors, however, may submit exceptions as permitted in the Bid Response Packet. Negotiations are conducted at the sole discretion of the State. See section 1.8 and 1.18(B).</i>
35	Attachment E Pro Forma Service Contract, page 8, D.	Attachment #1, Certification of Contractor	LocumTenens.com requests that the state remove the phrase "operating under the control of the Contractor". Independent Contractors are not under our control. We are a staffing agency that will source, screen and present independent contractors who will provide the medical services to the state. "D. Contractor shall list below, or on an attachment hereto, names, addresses, and relationship of those persons who will be supplying services to the State at the time of the execution of the contract. If the names are not known at the time of the execution of the contract, the Contractor shall submit the names along with the other information as they become known. Such persons shall, for all purposes, be employees or independent contractors operating under the control of the Contractor (sub- contractors), and nothing herein shall be construed to create an employment relationship between the departments and the persons listed below."	<i>The State does not conduct negotiations through the clarification of the bid solicitation process. Vendors, however, may submit exceptions as permitted in the Bid Response Packet. Negotiations are conducted at the sole discretion of the State. See section 1.8 and 1.18(B).</i>
36	IFB-710-22-0032-Psychiatric-Services A.pdf 2.7 Insurance Requirements, C., page 12	Insurance requirements	After the phrase "\$3,000,000 aggregate, for professional liability, negligence, errors and omission and public liability", remove the "errors and omissions".	<i>The State does not conduct negotiations through the clarification of the bid solicitation process. Vendors, however, may submit exceptions as permitted in the Bid Response Packet. Negotiations are conducted at the sole discretion of the State. See section 1.8 and 1.18(B).</i>