

Project Title: Correctional Medical, Mental Health, and Substance Abuse Consultative Services

Type of Bid: Request for Proposals

Date of Request: 12/7/15 Date of Closing: 1/6/16

Time of Closing: 5:00pm

Location: Statewide (including those inmates housed for periods of time at out of state locations, such as Michigan)

Bid Contact Name: Kimberly Gorton

Bid Contact Address: Mailing: Department of Corrections, NOB 2 South, 280 State Drive, Waterbury, VT 05671-2000

E-Mail Address: Kimberly.Gorton@vermont.gov

Bid Contact Phone: Kimberly Gorton @ 802-951-5071 after 12/18/15 the number is 802-241-0025

Product/Service Description:

The Vermont Department of Corrections (VDOC) is seeking proposals from qualified and experienced medical, mental health, and substance abuse providers licensed in the State of Vermont interested in providing consultative services related to comprehensive medical, mental health, and substance abuse matters:

- A) RECOMMENDATIONS on medical, mental health care, substance abuse and continuity of care policies, protocols, directives, including repurposing of space to accommodate health needs of the incarcerated population (30 hours annually with an option for 30 more);
- B) TESTIFYING on medical, mental health care, inclusive of SFI, substance abuse and continuity of care related matters (10 hours annually with an option for 10 more);
- C) ATTENDANCE at internal (VDOC) and/or external meetings (in person and/or conference call), (35 hours annually with an option for 35 more);
- D) CLINICAL ASSESSMENTS of complex inmate medical, mental health, and substance abuse cases (25 hours annually with an option for 25 more).

Total annual hours = 100 hours annually with an option for up to an additional 100 hours per contract year.

The VDOC has issued a contract to Centurion of Vermont, LLC to deliver Comprehensive Inmate Health and Mental Health Services. This proposal is being requested to provide the clinical support required for its current Health Services Division whose model reverted to an administrative one. The VDOC is seeking to contract with one or more clinicians licensed in the State of Vermont. Please put forth a proposal that includes hourly rates for the varied categories of services (A, B, C, D). Annual maximums are listed under A, B, C, and D - Scope of Work. Initial allotment of hours not used annually, shall carry forward to the next contract year and become part of that year's "initial" allotment of hours. Hours used over initial annual allocation can be billed at a higher rate (as indicated in your proposal) during that contract year. Please include monthly retainer exclusive of hourly billings.

The anticipated contract period will be February 1, 2016 through January 31, 2018, with the option to renew for two consecutive one year periods. The option to renew will be based upon performance of the contractor and continued funding.

Scope of Work below pertains to both MEDICAL, MENTAL HEALTH, and SUBSTANCE ABUSE providers and shall include the following:

- A) RECOMMENDATIONS on medical, mental health care, substance abuse and continuity of care policies, protocols, directives, including repurposing of space to accommodate health needs of the incarcerated population (30 hours annually with an option for 30 more);
- B) TESTIFYING on medical, mental health care, inclusive of SFI, substance abuse and continuity of care related matters (10 hours annually with an option for 10 more);
- C) ATTENDANCE at internal (VDOC) and/or external meetings (in person and/or conference call), (35 hours annually with an option for 35 more);
- D) CLINICAL ASSESSMENTS of complex inmate medical, mental health, and substance abuse cases (25 hours annually with an option for 25 more). Recommendations for care will be provided in written form (sent by secure email preferred). Provide proposed response times and rates on items below. Examples include:
 - 1) Assist in review of complex/complicated medical and mental health cases for the purpose of determining, as needed, whether the quality or nature of care rendered by the State's current health services contractor, Centurion, is meeting the needs of a specific inmate or the population in general.
 - 2) Assist in real time review of cases that may present urgency and for which the Health Services Administrator (HSA) may have specific concerns as to the 'best' approach for care or treatment.
 - 3) Assist in review of cases which may require a determination of medical necessity of a specific type of care or treatment modality.

- 4) Assist in Administrative Reviews of Serious Events (mortalities or significant morbidities) followed by a written case review and determination of need for further review via Root Cause Analysis. The advisor's responsibility will be in making recommendations in these cases; he/she would not assume responsibility for creating or initiating Action Plans or for monitoring outcomes recommendations.
- 5) Assist in review of inmates who are pending out of state transfer and for whom there may be questions as to the medical suitability of the individual for transfer out of state.
- 6) Assist in the case review of individuals located in an out of state facility who have become significantly ill or who have sustained an injury which requires hospitalization and for whom a decision must be made regarding the individuals return to Vermont from that out of state facility.
- 7) Clinical recommendations made verbally are to be followed up in writing (secured email or letter) to the Health Services Administrator.
- 8) Written reports, where required, must be provided within 10 days of the request.
- 9) The Consultant will provide his/her own equipment to meet communications, research, and transportation needs to fulfill his/her availability.
- 10) The Consultant will provide his/her own medical malpractice (\$1,000,000 per occurrence and \$3,000,000 annual aggregate) and availability of other insurance coverage (automobile).

Penalties may be assessed, related to late responses or late written reports.

Interested parties should respond by the due date indicated by submitting a Proposal that includes:

- *Education and experience of provider(s);
- *Statement of relationship (past, current, future) with current health services contractor, Centurion of Vermont, LLC (i.e. potential of conflict of interest)
- *Whether you are interested in providing medical, mental health, or substance abuse services OR combination of services;
- *Scope of Work and intended delivery model;
- *Initial Hourly Rates proposed for work categories A, B, C, D;
- *Hourly Rate proposed after initial hours under categories A, B, C, D are exhausted;
- *Monthly retainer proposed;
- *Availability for licensure in the State of Vermont;

*Availability for Medical Malpractice Insurance Coverage.

Proposals can either be emailed to Kimberly.Gorton@vermont.gov or mailed by United States Postal Service to Kimberly Gorton, Department of Corrections, NOB 2 South, 280 State Drive, Waterbury, VT 05671-2000. Proposals must be received no later than 5:00PM on Wednesday, January 6, 2016.