

Question regarding MSC Requirements

1. Corporate Experience on page 24 of the RFP (see attachment)

During the pre-proposal conference a representative from one of the companies asked if WTRJ would waive the requirement of having five (5) years medical correctional experience in a correctional facility comparable to the Regional Jail in total inmate capacity and acuity level?

Response:

After consulting with Western Tidewater Regional Jail Authority's legal counsel, the Superintendent has agreed to consider "the aggregate experience of the company's leadership team and would waive the five (5) years medical correctional experience in a correctional facility comparable to the Regional Jail in total inmate capacity and acuity level.

## **MSC Requirements:**

The MSC must meet the following minimum requirements to be considered:

### **1. Corporate Experience**

The MSC must have a minimum of five (5) years medical correctional experience in a correctional facility comparable to the Regional Jail in total inmate capacity and acuity level.

### **2. On-Site Medical Services Staff Qualifications**

The MSC must have demonstrated previous proven recruitment capabilities of necessary medical personnel (e.g., physicians, nurses, support staff, laboratory and x-ray services, etc.)

The MSC must demonstrate a proven ability to provide experienced medical staff to provide on-site medical services. The MSC must employ only licensed, certified and professionally trained personnel.

The MSC shall provide current curriculum vitae, photocopies of license, CPR certifications, other certifications and a written letter of intent for potential employees to be hired upon award of the contract for the following key positions.

- **Health Services Administrator:** This position requires a minimum of three (3) years supervisory and/or management experience, of which two (2) years should be in correctional health care. Equivalent documented work experience can be considered.
- **Medical Director/On-Site Primary Care Physician:** This position requires a licensed physician in the Commonwealth of Virginia. Board certification in Internal Medicine or Family Practice is preferred. This physician should have a minimum of three (3) years experience in correctional health care and/or a comparable clinical environment such as public health, urgent care or indigent care.
- **Director of Nursing:** This position requires a licensed registered nurse, with a minimum of three (3) years experience in correctional health care and/or a comparable clinical environment such as public health, urgent care or indigent care settings.
- **Director of Medical Records:** This position requires a Registered Records Technician (RRT) or Accredited Records Technician (ART) with a minimum of three (3) years experience in a health care facility.

All Staff Nurse Positions (Licensed Registered or Practical Nurse), should have a minimum of one (1) year experience in correctional health care and/or a comparable clinical environment such as public health, urgent care or indigent care settings.

The MSC must have the capability to supervise and monitor the on-site medical program at the Regional Jail with appropriate and responsive corporate support to include start-up, ongoing evaluations and delegation of appropriate resources to meet contract deliverables. The MSC must demonstrate its ability to provide a system of ongoing technical and medical support to the on-site medical personnel.

The MSC must demonstrate the ability to prepare and implement clinical protocols, and policies and procedures which comply with the policies and procedures of the Regional Jail and all standards and requirements set forth herein. The MSC shall provide a comprehensive internal quality improvement program which includes conducting an ongoing evaluation of compliance with its policies and procedures, with monitoring results documented and reported on a quarterly basis to the Regional Jail Superintendent.

The MSC must compile a monthly utilization report of services provided. See **Attachment 5** for the required report format. The MSC must describe the methods to be used in implementing a management information system for collecting and analyzing the trends in the utilization of the medical services provided (see **Attachment 6**).