

COUNTY OF MONTGOMERY

PURCHASING DEPARTMENT
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REQUEST FOR PROPOSAL, RFP # 22-15 issued March 14, 2022 ADDENDUM NUMBER 2

DATE: April 19, 2022
TITLE: Inmate Medical Services

Amendments:

1. Section III.B.4. HOSPITAL CARE of RFP shall now read as follows:

Provider shall identify the need, schedule, and coordinate any hospital care of any inmate of the Jail. This also includes responsibility for making emergency arrangements for ambulance service to the inpatient facility.

2. The following items are hereby incorporated in to the RFP as attachments to this addendum. These attachments will be provided to anyone who requests them as part of the RFP process.

Attachment A – Current Contract
Attachment B – Booking Questions by Corrections Staff
Attachment C – Allowed Commissary Medical Items
Attachment D – Medical Co-Pays

3. No more questions will be accepted after the issuance of this addendum.

Clarification:

1. Section III.B.2. HEALTH APPRAISAL of the RFP states that the provider shall provide a health assessment within seven (7) days. Is fourteen (14) days acceptable?

Montgomery County Response: Tuberculosis test is required within seven (7) days and the Sheriff's Office prefers that the entire health assessment be done within seven (7) days.

2. Who is responsible for paying for services described in section III.B.4. HOSPITAL CARE of the RFP?

Montgomery County Response: Montgomery County and or Inmate depending on pre-existing conditions.

3. Who is responsible for paying for services described in section III.B.7. ANCILLARY SERVICES of the RFP?

Montgomery County Response: Montgomery County or in Inmate depending on pre-existing conditions

4. Who is responsible for paying for services described in section III.B.9. MEDICAL WASTE of the RFP?

Montgomery County Response: Montgomery County

5. Do you wish to retain any of the current medical staff?

Montgomery County Response: The current medical staff is employed by the current contractor. The provider will be responsible for recruiting and hiring medical staff.

6. Can you provide current staff's salary range and seniority with the current vendor?

Montgomery County Response: The current medical staff are employees of the current contractor. Montgomery County does not have records of their salary range or seniority.

7. How many officers currently work at the Montgomery County VA Jail?

Montgomery County Response: Reference Section II. BACKGROUND on page 4 of RFP

8. Is the health services provider responsible for the cost of all drug screenings for employees at the facility?

Montgomery County Response: No, not for Montgomery County Sheriff's Office employees

9. Can we please get a copy of the current staffing matrix with the hours each licensure covers at the facility per day for 2 weeks?

Montgomery County Response: The current agreement; which includes the original agreement, the staffing matrix, and an amendment to the agreement, is attached to this addendum as Attachment A. This Attachment will be provided to those who request it as part of the RFP process.

10. Who is/are your current physician(s)?

Montgomery County Response: Dr. William Thomas

11. Would you like the vendor to work with this physician if possible?

Montgomery County Response: Yes

12. How many days is the current physician in the facility?

Montgomery County Response: One (1) day a week

13. How long does the physician stay?

Montgomery County Response: One (1) to two (2) hours

14. Is an Advanced Practice Provider (NP/PA) acceptable with oversight by a licensed physician?

Montgomery County Response: The Sheriff's Office prefers a Doctor oversee the medical employees.

15. Please provide your current nursing schedule noting RN or LPN.

Montgomery County Response: RN is here 40 hours a week and also performs administrative duties.

16. What are the current salaries for the nurses?

a. Is there a shift differential?

Montgomery County Response: Montgomery County pays a flat monthly rate to the current contractor to cover all services in the staffing matrix. The County does not have the salaries of the contracted staff.

17. Is there a supervising nurse?

a. If so, is he or she an RN or LPN?

b. Is he or she administrative only?

Montgomery County Response: Yes. The supervising nurse is an RN and spends approximately 4 hours per week doing administrative work, the rest he is acting as medical personnel.

18. Please provide the following information about medication administration.

- a. Who administers medications, e.g., RNs, LPNs, medical assistants?
- b. How many medication passes per day do you currently have and at what times?
- c. Are medications passed out in the housing unit and by whom?
- d. Are any medications sent with inmates/detainees upon discharge?
- e. Are the medication carts owned by the county?

Montgomery County Response: RN's, LPNs, and medical assistants administer medications after training by the current contractor. We do three med passes if needed at 9:00 am, 3:00 pm, and 9:00 pm. Medications are passed out in the housing units with a deputy present. Medications are sent with inmates when they are released. The medical cart is the property of Montgomery County.

19. Are any medications allowed to be brought in from home?

Montgomery County Response: Medications are allowed to be brought in from home if it is a current prescription and medical verifies the medication, count and current prescription.

20. Are any medications allowed to be “kept on person” within the jail?

a. If so, which are allowed?

Montgomery County Response: The only medication allowed to be kept are inhalers, Tylenol, Ibuprofen, Antacids and cold and flu medication and sometimes creams and lotions (topical meds)

21. Are there over-the-counter medications on commissary?

a. If so, are the inmates/detainees allowed to keep commissary medications on person?

Montgomery County Response: They are allowed to keep medications they purchase on commissary. Also see Attachment C to this addendum for allowed commissary medical items. This attachment will be provided to those who request it as part of the RFP process

22. Please provide a listing of current medical commissary items.

Montgomery County Response: Currently on Commissary they can purchase non-aspirin pain medication, Ibuprofen, antacids, cold and flu medication. Also see Attachment C to this addendum for commissary medical items. This attachment will be provided to those who request it as part of the RFP process

23. What time(s) and location(s) are sick call currently conducted?

Montgomery County Response: As needed (due to the number that we have) and they are held in the medical office with a deputy present.

24. Are there specific times that jail security does not want inmate/detainee movement for sick call?

a. If so, when?

Montgomery County Response: During meals, shift change, visitation and weekender bookings.

25. Is a security officer currently present for every sick call?

Montgomery County Response: Yes

26. What on-site specialty clinics are conducted?

Montgomery County Response: None

27. How many health assessments are performed each week?

Montgomery County Response: Average booking is 53 per week. Everyone booked receives a medical assessment.

28. Do you have a dental room and equipment?

Montgomery County Response: No

29. Do you currently have a dentist who comes on-site?

- a. If so, how long is the dentist onsite?
- b. How many days per week is the dentist on-site?
- c. Does the dentist have an assistant?

Montgomery County Response: No

30. If you do not have a dentist on-site, how many inmates/detainees do you take off-site to see the dentist in a month?

Montgomery County Response: As needed, but rarely as they are usually sent to Western Virginia Regional Jail for dental care if it is needed.

31. Please provide a list of medical equipment that is currently on-site for use by the vendor.

Montgomery County Response: EKG, Med cart, AED.

32. Do you use a mobile x-ray service?

- a. If so, who?

Montgomery County Response: Yes. National Mobile X-RAY

33. Do you currently do TB screening by asking questions and/or TB skin test? If you do TB screening, when do you complete the screening or skin tests? How many TB tests did you perform in 2020? How many done so far in 2021?

Montgomery County Response: Skin tests. Screening must be done within the first 7 days. One hundred sixteen (116) screenings were done from March 2021 to December 2021. Sixty one (61) screenings have been done from January 1, 2022 to April 15, 2022.

34. Are there any special business license fees or taxes that are to be paid to the city or county?

Montgomery County Response: The provider will need to confirm business license requirements with the Town of Christiansburg.

35. Do you currently have a financial limit (POOL) with the current contract?
a. If so, what does it cover and how much is it?

Montgomery County Response: No

36. Have you gone over the financial limit (POOL)?
a. If so, how many months into the contract was it before you went over the limit?
b. If so, how much over the financial limit (POOL) did you go over every year?

Montgomery County Response: N/A, see above response to question 35.

37. How much is the current co-pay?

Montgomery County Response: Sick Calls \$10.00, Doctor Visits \$20.00, Medical Transports \$20.00, Medications and Medical Supplies \$5 to \$20.00, Emergency Room Visit \$100.00, and Hospital Admissions \$200.00 a day. No charge for medical screenings, mental health screenings, and follow up visits by medical staff. Also see Attachment D to this addendum for medical co-pays. This Attachment will be provided to those who request it as part of the RFP process.

38. Who is your current medical services contractor?

Montgomery County Response: WellPath LLC

39. Can you please provide a copy of the current medical services contract?

Montgomery County Response: The current agreement; which includes the original agreement, the staffing matrix, and an amendment to the agreement is attached to this addendum as Attachment A. This Attachment will be provided to those who request it as part of the RFP process

40. Would you like the new contractor to re-price all medical claims?

Montgomery County Response: We currently have a contract with Anthem but are open to this being provided by the contractor.

41. What is your current process for re-pricing medical claims?

Montgomery County Response: See above answer to question 40.

42. Do you have a state statute that you reprice to?

Montgomery County Response: Unknown

43. What is the 3-year average spending on the following: ambulance, in/outpatient, pharmacy, medical supplies, durable medical supplies, mobile x-ray and laboratory?

Montgomery County Response: Our ambulance service is volunteer and we currently do not pay for that service. X-Ray – 500.00 per year, Pharmacy - \$9,000.00 per year, Supplies - \$8,000.00 per year (Supplies include over the counter medication kept in medical for as needed such as cough suppressants and Tylenol.)

44. May we provide an alternate proposal?

Montgomery County Response: Yes, but proposal must explain how it varies from RFP Statement of Need.

45. Would the county prefer the vendor to review/verify the inmate/detainee medical bills, apply any discounts and pay the invoice for the county (act as a third-party administrator)?

Montgomery County Response: We would be open to discussing this.

46. Is there a dedicated fax line to medical?

a. If not, is a fax line available?

Montgomery County Response: There is a dedicated fax line.

47. Is there internet connection already in the medical unit?

Montgomery County Response: Yes.

48. How many simultaneous med passes occur?

Montgomery County Response: We do not have simultaneous med rounds.

49. Can we please have a copy of all questions/answers received by other vendors?

Montgomery County Response: All questions received are answered in this addendum.

50. When is the desired start date?

Montgomery County Response: July 1, 2022 is the desired start date, but this will be negotiated as part of an awarded contract.

51. Are any members of the jail's current health service workforce unionized? If yes, please provide the following:
- A copy of each union contract
 - Complete contact information for a designated contact person at each union
 - The number of union grievances that resulted in arbitration cases over the last 12 months.

Montgomery County Response: No

52. Is the site accredited? If so, by who and when is the next accreditation date? Can we get a copy of the last audit?

Montgomery County Response: Virginia Department of Corrections (DOC) certified. The Montgomery County Jail is not currently ACA accredited.

53. Is the jail currently subject to any court orders or legal directives? If yes, please provide copies of the order/directive.

Montgomery County Response: No

54. Of the total population, how many are:

County	71
Juveniles	0
Native American	0
DOC	13
Work Release	N/A
Indigent	19
Other	0

Montgomery County Response: Our Inmate count as of April 15, 2022 was 71 with 13 of those being DOC inmates and 19 of that number were indigent. We do not do work-release, we provide HEM to eligible inmates and we do not hold juveniles. We do not hold for other jurisdictions, except on rare occasions and we do not hold Federal inmates. Our Average Daily Population (ADP) is approximately 75. We do hold weekenders and that usually ranges from 5 - 15 inmates.

55. Does your jail provide mental health services to inmates/detainees?

Montgomery County Response: Yes

56. Can inmates/detainees request mental health services? If yes, are inmates/detainees charged a fee for mental health services?

Montgomery County Response: Inmates may request mental health services and inmates are not charged a fee for mental health services.

57. Indicate who provides mental health services. (Check all that apply)

- County agency (Human or Social Services, etc.)
- Contracted provider
- Jail/sheriff's department hired staff.
- Other (please explain)

Montgomery County Response: New River Valley Community Services

58. Is your mental health program accredited by any professional organization? (NCCHC, ACA)

Montgomery County Response: Not accredited, but licensed by Virginia Department of Behavioral Health and Developmental Services (DBHDS).

59. What mental health services are available to inmates/detainees in your jail? (Check all that apply)

- Crisis intervention
- Medications and their management
- Psychiatric medications and their management
- Referral of inmates/detainees to mental health provider
- Individual counseling/therapy
- Group counseling/therapy
- Substance abuse treatment/services
- In-depth physical evaluation assessment (typically occurs after 14 days in custody – includes mental health issues)
- Case management
- Release planning
- Other (please explain)

Montgomery County Response: Anyone with major mental health issues and/or that takes multiple medications are, and would be, sent to Western Virginia Regional Jail.

60. Is crisis intervention available 24 hours per day/7 days per week?

Montgomery County Response: Yes.

61. Indicate the titles of the provider(s) of mental health services in your jail. Please check all that apply and indicate the average number of hours **per week** for each.

- | | | |
|-------------------------------------|----------------------------------|------------------|
| <input checked="" type="checkbox"/> | Psychiatrist – | _____ hours/week |
| <input type="checkbox"/> | Psychologist – | _____ hours/week |
| <input type="checkbox"/> | Masters Level Social Worker – | _____ hours/week |
| <input type="checkbox"/> | Registered Nurse (RN) – | _____ hours/week |
| <input checked="" type="checkbox"/> | Nurse Practitioner – | _____ hours/week |
| <input type="checkbox"/> | Licensed Practical Nurse (LPN) – | _____ hours/week |
| <input checked="" type="checkbox"/> | Jail Chaplain – | _____ hours/week |
| <input type="checkbox"/> | Other (please explain) – | _____ hours/week |

Montgomery County Response: NP- 2 hours per week, Psychiatrist - once a month, Jail Chaplain, available as needed.

62. Indicate the level of screening for inmates/detainees at your jail. (Check all that apply)

Separate screening tool specific to mental health/suicide prevention issues completed by correctional officer.

Separate screening tool specific to mental health/suicide prevention issues completed by RN or mental health professional.

Other (please explain) _____

Montgomery County Response: See answers to above questions. Also see attached jail booking questions asked by corrections staff hereby attached to this addendum as Attachment B. This Attachment will be provided to those who request it as part of the RFP process.

63. Is there a secondary review of screening reports for accuracy, completeness, legibility, and the referral process? (e.g., by first line supervisor, jail nurse, etc.)

Montgomery County Response: Medical Staff reviews booking intake medical/mental health booking questions. Also see attached jail booking questions asked by corrections staff hereby attached to this addendum as Attachment B. This Attachment will be provided to those who request it as part of the RFP process.

64. Is staff required to use a prescribed form when making mental health referrals?

Montgomery County Response: Unsure of what Western Virginia Regional Jail uses to make referrals. See attached jail booking questions asked by corrections staff hereby attached to this addendum as Attachment B. This Attachment will be provided to those who request it as part of the RFP process.

65. Are arresting/transporting officers and probation agents, etc. required to complete a pre-incarceration form identifying mental health risk issues?

Montgomery County Response: No.

66. Does your jail staff receive ongoing training on mental health issues? If yes, How often? (please explain). How is training delivered? (please explain)

Montgomery County Response: Yes. Mental Health policy review is done bi-annually and is offered in in-service training every two years.

67. Does your jail staff receive ongoing training on suicide prevention issues? If yes, How often? (please explain). How is training delivered? (please explain)

Montgomery County Response: Yes. Suicide prevention is reviewed bi-annually.

68. Will the county want the vendor to do CPR and AED training with their staff at the Jail?

Montgomery County Response: Currently this training is done by our training coordinator. If it is an additional cost, we would not have the vendor supply this service. We have access to have it done in-house.

69. Will the County allow for the top 2 or 3 vendors to make oral presentations after the panel scores the responses?

Montgomery County Response: Reference section V.Evaluation and Award Criteria of RFP.

70. Please list the programs offered to inmates/detainees in your jail, such as education, religious, recreation, life skills, substance abuse, etc.

Montgomery County Response: GED, Fatherhood program, Substance Abuse Program, Re-Entry program and Anger management, entry level computer classes.

ACKNOWLEDGE RECEIPT OF ADDENDUM # 2:

COMPANY/FIRM NAME AND ADDRESS:

_____ Zip Code _____

SUBMITTED BY:

NAME: _____
(print)

SIGNATURE: _____

TITLE: _____

DATE: _____

Toll Free Number: () _____ Telephone Number: () _____ Fax Number: () _____