

ADVANCED CORRECTIONAL
HAMBLEN, TN COUNTY, RFP QUESTIONS

1. In reference to page 16 of the RFP, section Submittals, number 9, what specific information would you like included in the bid proposal?
 1. Company Profile
 2. References – Provide a minimum of three (3) references for which your agency provides equivalent services. References to include company name, contact person, address, and telephone numbers.
 3. Proposal Packet – completed with each page initialed for accuracy and understanding.
 4. Malpractice Insurance Certification
 5. Workman's' compensation Certification
 6. Agreement Regarding Personnel Form
 7. Electronic Medical Records response
 8. Special Education response
 9. Bid Proposal

STAFFING

1. Who is/are your current physician(s) and would you like the vendor to work with this physician if possible?

Southern Health Partners, I will post the current contract with the provider. There have been several inquiries for this information and I think it will be beneficial
2. How long does the medical director stay onsite?

Please see Other Minimum Standards on page 13.
3. How many hours per week is your requiring for physician/NP?

Please see Other Minimum Standards on page 13.
4. Is an NP acceptable with over-site by a licensed physician?

Yes, however the Physician is required for a minimum of two (2) hours per work. Please see Other Minimum Standards on page 13.

5. Please provide your current nursing schedule.

Please see current contract for Southern Health. The current scheduling is not part of our RFP minimum standards.

6. In reference to page 14 of the RFP, "Psychiatric-trained RN would also be onsite each week for up to four hours to review mental health cases and medications as needed."

Please see Other Minimum Standards on page 13. Please note the word as needed.

- a. Is this position in addition to the two RNs listed to work weekdays on a regular 40 hour week?

This might not be in addition to if one of the nurses is trained in psychiatric care and this can be placed in your RFP submittals.

- b. Instead of an RN, can this position be a Qualified Mental Health Professional?

Yes, please note in your submittals.

7. What are the current salaries for the nurses? Is there a shift differential?

These are not Hamblen County employees and we aren't privy to that information.

8. Is there a supervising nurse? If so, is she a RN or LPN? Is she/he administrative only?

Please see Other Minimum Standards on page 13. Note: The week day nurses state that they are RN and the week end nurse can be a LPN.

9. Is the vendor to hire clerical staff or will jail staff provide support? How many hours will be available?

Please see Reports and Records on page 9.

10. Please provide current wage/pay/reimbursement/seniority rates for incumbent health service staff at the Jail.

These are not Hamblen County employees and we aren't privy to that information.

PHARMACY

11. Who is the current pharmacy? Is the County responsible for the cost of any medications?

Please see Office Space, Equipment, Inventory and Supplies on page 10.
Henry Schein Medical and McFarland Medical

12. Who is responsible for the cost of pharmaceuticals?

Hamblen County would depend on the Agency staff to determine what pharmaceuticals would be needed; however, see Office Space, Equipment, Inventory and Supplies on page 10.

13. Are medications in blister packs? Are blister packs acceptable?

We currently are purchasing in bulk rate because that is the most cost efficient. Also, please see Other Minimum Standards of performance section Discounts.

14. Please provide the following information about medication administration.

a. Who administers medications, e.g., RNs, LPNs, medical assistants?

Nurse dispenses medication and officers give out.

b. How are evening medications being set up for the evening correctional staff?

Nurse dispenses medication and officers give out.

c. How are medications distributed, i.e., pill line or med pass?

d. How many med passes per day do you currently have and at what times?

Morning and evening by officer

e. Where does medication distribution take place, i.e., do medication carts go to the housing units or do inmates come to the medical units?

Jailers distribute to inmates in the location of the inmate

f. Are meds passed out in the housing unit and by whom?

Jailers distribute to inmates in the location of the inmate

g. How long does it take to perform the average medication distribution process?

Jailers distribute to inmates in the location of the inmate in the morning and evening

h. Are any medications sent with inmates upon discharge? NO

i. How many med carts do you currently have? Are the med carts owned by the County? N/A

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

16. Are any medications allowed to be “kept on person” within the jail? If so, what ones? NO

17. Are there over the counter medications on commissary? YES
Can the inmates keep them on person? NO

18. Please provide a listing of current commissary items. This can be discussed with Agency that is selected.

19. Under the current contract, who is financially responsible for the cost of AZT and other AIDS related drugs? Please see Office Space, Equipment, Inventory and Supplies on page 10.

SCREENINGS / SICK CALL

20. What time and location(s) is sick call currently conducted? This can be discussed with Agency that is selected.

21. Are there specific times that jail security does not want inmate movement for sick call? NO

22. Is a security officer currently present for sick call? This can be discussed with Agency that is selected.

23. Who is responsible for cost of clinic supplies? See: Office Space, Equipment, Inventory and Supplies page 10

24. Who is responsible for the cost of labs and x-rays? Hamblen County requested that the Agency be able to complete basic x-rays and draws for labs. The cost of the

equipment would be the Agency. The cost of outside x-rays as well as the laboratory doing the blood work would be at the County's cost.

SPECIALTY SERVICES / ONSITES

25. What on-site specialty clinics are conducted? [This can be discussed with Agency that is selected.](#)

26. How many physicals are performed each week? [Please see inmate population counts.](#)

27. Do you currently have a dentist who comes on-site? YES
If so, how often is the dentist on site? If not, how many inmates do you take off-site to see the dentist in a month? Off Site visits are to coordinated. [The agency doesn't have to transport.](#) Do you have a dental room and equipment? NO

28. Can a list of medical equipment that is currently on-site for use by the vendor be provided? [This can be discussed with Agency that is selected.](#)

29. Do you have x-ray equipment or do you use a portable x-ray service? NO,
[Ancillary Services page 14](#)

30. Are you interested in telemedicine/telehealth? [See other minimum standards Discounts.. Hamblen County would be glad to discuss any program that would be a cost savings.](#)

31. Does the County currently TB test inmates? YES
Is testing completed upon booking or at 14 days? [As needed](#)

32. The vendor will be required to test all officers for TB. How many officers are there? [No, but this could be negotiated](#)

FINANCIAL / DISCOUNTS / LIMITS

33. Do you currently have a financial limit (capped limit) with the current contract? NO If so, what does it cover and how much is it? [The current contract will be posted for review.](#)

34. Have you gone over the capped limit? If so, how many months into the contract was it before you hit the limit?

35. How much is the current co-pay?

36. Please provide the current contract.

RECORDS / MANAGEMENT / OTHER

37. Are any members of the Jail's current health service workforce unionized? NO
If yes, please provide the following:

a. A copy of each union contract

- b. Complete contact information for a designated contact person at each union
- c. The number of union grievances that resulted in arbitration cases over the last 12 months
38. Is the site accredited? Hamblen County was decertified 2010. If so when will is the next accreditation date? April 2011
39. Is the Jail currently subject to any court orders or legal directives? **NO**
If yes, please provide copies of the order/directive.
40. How long does it take for the County to conduct a background check on an employee? **N/A**
41. Would the County prefer the vendor to review/verify the inmate medical bills, apply any discounts and pay the invoice for the County? **NO** (Act as a third party administrator)
42. Is there a dedicated fax line to medical? **YES** If not, is a fax line available?
43. Is there internet connection already in the medical unit? **YES** If not, is internet service available?
44. Please confirm that the time health services staff members spend in orientation, in-service training, and continuing education classes will count toward the hours required by the contract. **The health services staff member will be employees of the Agency. Please see: Other Minimum Standards of Performance second bulleted requirement.**
45. Please provide a copy of all questions/answers received by other vendors. **Please see timetable, November 14, 2011**
46. Is the County responsible for any DOC inmate costs? **YES** If so, how much?
47. Are the work release inmates able to see their own doctor? **NO**
48. Of the population, how many are: example as of 11-08-11

| | |
|-----------------|-----|
| County | 295 |
| ICE | 0 |
| US Marshal | 0 |
| Juveniles | 0 |
| Native American | 0 |
| Federal | 0 |
| DOC | 45 |
| Work Release | 1 |
| Indigent | 0 |
| Other | 0 |

Mental Health

Provision of Services

Other Minimum Standards

•Psychiatric-trained RN would also be onsite each week for up to four hours to review mental health cases and medications as needed.

Please see Other Minimum

49. Does your jail provide mental health services to inmates?

Yes No

50. Can inmates request mental health services?

Yes No

If yes, are inmates charged a fee for mental health services?

Yes No

51. 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) [The Agency providing Inmate Medical Care](#)

52. Is your mental health program accredited by any professional organization?

(NCCHC, ACA) Yes No

53. What mental health services are available to inmates in your jail? (Check all that apply) [Mobile Crisis](#)

[Other Minimum Standards](#)

[•Psychiatric-trained RN would also be onsite each week for up to four hours to review mental health cases and medications as needed. All the items below are determined by the Agency staff.](#)

Crisis intervention

Medications and their management

Psychiatric medications and their management

Referral of inmates 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)

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

Yes No