



MISSISSIPPI STATE HOSPITAL

WHITFIELD, MS 39193

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OFFICE OF ADMINISTRATION
JAMES G. CHANTAIN, DIRECTOR

Amendment No. 2 to IFB: 08.31.2022.001 (LOCUM TENENS SERVICES)
RFX: 3160005312
August 17, 2022

All Prospective Bidders:

Reference is made to our invitation for bid (IFB), 08.31.2022.001, for locum tenens services, dated July 25, 2022. This letter will acknowledge that the IFB is modified and superseded by the following change in terms, conditions and specifications:

1. Change: All bidders shall understand that the attached questions and responses are hereby made a part of the invitation for bid No. 08.31.2022.001.

In the event that any provision of this second amendment conflicts in whole or in part with any of the terms, conditions, or specifications of the invitation for bid, the provisions of this second amendment will control. The effective date of this amendment is August 17, 2022.

All other terms, conditions, and specifications of this solicitation remain unchanged.

Bid Opening Date and Time: August 31, 2022 at 3:00 P.M. CST

Issued By: H.L. Lockhart/Purchasing Chief – (601) 351-8056

Acknowledgment

This amendment must be signed and returned with your bid, or otherwise acknowledged prior to the opening date and time shown above. If you have already submitted your bid and need to make corrections, submit a corrected bid with this amendment prior to the opening date and time shown above.

Company Name

Signature

Title

Date

A FACILITY OF THE MISSISSIPPI DEPARTMENT OF MENTAL HEALTH

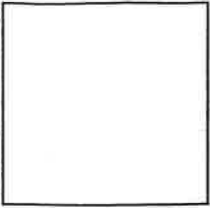
ACCREDITED BY THE JOINT COMMISSION ON ACCREDITATION OF HEALTHCARE ORGANIZATIONS

QUESTIONS/ANSWERS: AMENDMENT #2

1. How much time is the Psychiatrist allowed for an initial patient visit? As long as needed. No time restraints.
2. How much time is the Psychiatrist allowed for a repeat patient visit? As long as needed. No time restraints.
3. What will be the scheduled hours and shift times? At least 4 days a week, preferably 5. A minimum of 30 hours per week and a maximum of 40 hours per week.
4. Will the schedule require any overnight shifts? No overnight shifts are required
5. Will the scheduled shifts included days, nights, and weekends? Shifts are days only. No nights, weekends, or holidays.
6. How many Psychiatrists and Nurse Practitioners will be working each shift? 1 Psychiatrist, 1 Psychiatric Nurse Practitioner, 1 Family Nurse Practitioner per 25 patient ward.
7. Will there be any on call requirements? No on-call not required
1. Is there a limitation regarding the Psychiatrists Board Eligibility status (i.e.: years from completing residency, scheduled to sit for boards, etc.)? Board-eligibility to sit for board exam (as defined by the American Board of Psychiatry and Neurology) essentially ends 7 years after completion of training.
8. Is there a minimum experience requirement? No minimum experience required.
9. Will the government consider using more than 1 Psychiatrist to satisfy 1 FTE requirement? Only one psychiatrist may work at any given time and he/she must work for around 6 months.

QUESTIONS/ANSWERS: AMENDMENT #2

1. What is the average amount of patients seen per day? The average number of patients seen per day is between 10-15.
2. What is the average length of stay? 14-21 days
3. Which unit will the Psychiatrist be assigned to? Adult acute unit.
4. What does the support staff to the Psychiatrist consist of? Psychiatric nurse practitioner, family nurse practitioner (physical exams and sick call), nurses, social workers, psychology department staff. On-site: pharmacy, clinic with primary care physicians, x-ray, CT, and Lab.
5. Are notes EMR, handwritten, or dictated? Admission notes, progress notes, physician's orders, consults, etc. are hand written.
6. Will there be call or weekend work? No night call, weekends, or holidays.
 - a. If so, what is that rotation schedule?
7. Could two part time Psychiatrists be considered to fulfill the full-time requirement? No. Only one psychiatrist can be working at any given time. Each working about 6 months.



QUESTIONS/ANSWERS: AMENDMENT #2

1. Do we have to submit a hardcopy (paper) bid and online? See paragraph #2 of the IFB
2. Can language changes be made to the contract? (insurance, venue, indemnification, payment terms, etc) See paragraph #34 of the IFB
3. Do we need to submit any exceptions to language in the contract? See paragraph #34 of the IFB
4. What is the annual budget for this contract? A budget has not been determined. I will depend on the hourly rate established by the IFB.
5. Do we have to submit actual CV's with our bid? No. Just attest the company has at least two (2) psychiatrists who meet all of the requirements set forth in the IFB.
6. Can payment terms be net 30 from invoice date? IFB specifies 45 days.
7. Can the language be modified to explain that locum tenens providers are independent contractors of our company? YES
8. How many psychiatry needs do you currently have? One position for the contract period which can be divided by 2 people working about 6 months each.
9. Who is the current provider of these services? Coverage is being provided by other staff psychiatrists.
10. What is the current hourly rates? \$175.00 Per Hour
11. Do the rates submitted need to be inclusive of travel and lodging? MSH will not provide any compensation or accommodations related to travel, food, lodging or other living expenses.
12. What is the reason for this need? Shortage of psychiatrists.
13. What have been your issues or concerns with not being able to fill this need in the past? Shortage of psychiatrists in the area.
14. If awarded, but can't agree to terms/conditions, can we withdraw without penalty? See paragraph #36 of the IFB
15. Could you use Psychiatric Nurse Practitioners? We have psychiatric nurse practitioners. The IFB is for a board-certified or board-eligible psychiatrist.
16. Can the psychiatrists be Board Eligible or need to be Board Certified? It is preferable for the person to be board-certified, but the person may be board eligible as defined by the American Board of Psychiatry and Neurology.
17. What is the typical days/hours they are needed? At least 4 days a week, preferably 5. A minimum of 30 hours per week and a maximum of 40 hours per week.
18. Can one provider work less than 6 months? (example: 3 months) No. Providers must work around 6 months.

QUESTIONS/ANSWERS: AMENDMENT #2

- Our providers are independent contractors and not employees. Can this language be changed? There is no problem with make changes to the language
- Will you consider telehealth as an option? No telehealth is not an option. The psychiatrist must do all work on-site at MSH.

- Please clarify if there is only a hard copy requirement? Can you waive the hard copy requirement if we must submit through the Magic vendor system? A hard copy is required as well as an online bid. Both are required as outlined in the IFB.
- Please provide a clean copy of the solicitation documents. The scanned versions are extremely hard to read and recreate. We can't provide a quality response with the documents received. Clean copy can provided.
- Locum tenens physicians are Independent Contractors and as such are not employees. Therefore, Worker's Compensation insurance would not be applicable. Will you waive these requirements for physicians? The Locum Tenens provider will be, if required by law, to provide worker's compensation insurance. The only thing required for medical staff is professional liability (malpractice) insurance.
- Will awardees be allowed an opportunity to negotiate the terms of the contract prior to signing? Please see paragraph #34 of the IFB
- If awarded, should there be contract terms we are unable to accept, is there a penalty for not signing a contract? Example: monetary damages. There are no damages.
- By submitting a response, are we automatically agreeing to a contract and its terms? Or if there are terms & conditions we cannot agree to, can we decline the contract if awarded? Please see paragraph #34 of the IFB.
- How many patients per day would you estimate the provider would see? The average number of patients seen per day is between 10-15.
- Are candidates required with our proposal? No. Just attest the company has at least two (2) psychiatrists who meet all of the requirements set forth in the IFB.
- What are the current challenges/obstacles in meeting its staffing and recruitment goals for these positions? If a contract for the proposed services is in place, what areas of improvement over the existing contract would you like to see? Shortage of psychiatrists in the area. There is not a current contract in place for the services in the IFP. The services are being covered by employed physicians.
- Is there an incumbent and current contract for this service? If so, can you please provide the vendor name and current contract rate? No there is no incumbent or current contract in place for this service.
- What is the estimated time frame of notice before a need becomes available? The need is immediate. However, the candidate must first be credentialed and granted clinical privileges prior to working.
- Will you allow multiple physicians to fill the need or are you requiring that one physician fulfill the need? One position for the contract period which can be divided by 2 people working about 6 months each. Only one physician working at a time.
- What is the expected process and timeline for notifying vendor of needs, reviewing candidates, scheduling providers, etc.? Final decision should be made prior to November in order for the contract to become effective by the 2nd week of November.
- Please clarify page 13 (3.12), if the agency is providing the Psychiatrist why would they need to be registered with the Secretary of State? Would that not apply to the agency itself? If so, can you modify or waive the individual requirement? The Locum Tenens provider will have to be registered with the Mississippi Secretary of State's Office.
- Page 13 (3.27), providers are not employed but are independent contractors. Please modify this language. No problem to make modification to display independent contractor. This change can be made.
- On the rate sheet, please clarify what you are asking regarding the minimum charge per hour? Is this overtime rate? To clarify what is the minimum rate acceptable per hour. We cannot suggest an hourly rate. It is a flat rate with no overtime since overtime work is not required in the contract.
- May we add a locums to perm conversion fee to our pricing? That is not an option in the IFB.
- Do you want an all-inclusive rate? Price bid must include all fees and charges to provide the required physician. MSH will not provide any compensation or accommodations related to travel, food, lodging or other living expenses.
- What is the expected time for the completion of credentialing for an accepted candidate? Prior to the Week of November 7th
- Are background screenings required? Will the facility be handling this requirement or are you expecting the vendor to complete? Background screenings are required, and it is the responsibility of the vendor to complete.