

**RFP# 84: Nurses to Conduct Mental Health Assessments for Pre-Admission Screening
and Resident Review**

TO: Bidder and Interested Parties
FROM: Department of Mental Health (DMH)
DATE: May 20, 2022
RE: RFP Questions and Responses

ISSUE DATE: 4/29/2022

QUESTIONS DUE: 5/20/2022m 4:30pm ET

RFP RESPONSES DUE BY: 6/03/2022, 4:30pm ET

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1. **Is the state seeking an independent contract nurse, or an agency to provide a pool of nurses?**
 - a. The State will consider either an independent nurse or an agency
 2. **Will necessary equipment and supplies be provided by the state?**
 - a. No
 3. **Where will the assessments take place?**
 - a. Current patient location
 4. **Are the contractors only travelling or will there be a specific facility that all assessments will be taking place?**
 - a. The assessments take place where the patient is currently located.
 5. **Are nurses expected to utilize their own means of transportation? Or will a vehicle be provided for work use?**
 - a. Nurses will need to provide their own means of transportation.
 6. **What is the historical financial usage of the contract?**
 - a. On average the current nurses perform about 120 hours of billable work a year
 7. **What is the current financial usage of the contract?**
 - a. See answer to question 6
 8. **What is the expect volume of the contract?**
 - a. See answer to question 6
 9. **Who is the current incumbent(s) of the program?**
 - a. We currently have 4 independent nurses.
 10. **Is the current program looking to expand?**
 - a. The current program will not be expanding. We are looking to add nurses for coverage.



- 11. Will other labor categories be needed to support this program?**
a. No.
- 12. What is the current incumbent pricing?**
a. \$42.00 per hour.
- 13. How many assessments have been conducted in fiscal year 2021 and 2022?**
a. FY21: 35
b. FY22: 12 to date
- 14. Can the state please explain the process from patient referral to completion of assessment?**
a. Usual PASRR process: positive screens (Level I) are reviewed by the PASRR nurse coordinator and assigned to one of the nurse evaluators to complete the Level II assessment.
- 15. Can the state provide additional information of the location and frequency of assessments?**
a. See answers to questions 3 and 13
- 16. Pricing: Will services be involved on an hourly basis, or per assessment?**
a. Currently on an hourly basis
- 17. How many nurses will be required to support this contract?**
a. There is no specified requirement.
- 18. Will services be required outside of the standard work week? (Monday – Friday, 8:00AM – 5:00PM)**
a. No
- 19. Can the state provide a list of the required licensure, medical and other credentialing related items for the nurse(s)?**
a. Licensed R.N. with experience in inpatient psychiatric care.
- 20. Would the State consider including a provision to provide for a formal or informal dispute resolution process whereby the parties’ representatives may meet within an established timeframe (e.g., 30 days) to attempt to resolve any disputes that may arise under the contract?**
a. No
- 21. With respect to the Automobile coverage, if Respondent does not own and will not be purchasing any automobiles to fulfill the services, would the State accept Automobile Liability for hired and non-owned vehicles only (as “owned” coverage is not applicable)?**
a. Yes, the State would accept only the hired auto coverage.
- 22. Is the State satisfied with their current incumbent?**
a. Yes
- 23. In reference to Sec. VII, A, 2 – Can the State please identify if there are any current major difficulties and/or problem areas under this program?**
a. We currently have no major difficulties with this program

