

**INFIRMARY MEDICAL SERVICES**  
**RFP# 090902**  
**QUESTIONS & ANSWERS**  
**BATCH # 2**  
**RELEASE DATE 10-23-09**

**Deadline for next round of Questions (Batch # 3) will be November 10, 2009, Tuesday at 1:00 p.m. (as discussed at Pre Proposal meeting) with answers to be posted on the County web site on November 11, 2009.**

1. *How does the County currently handle staffing at the 3 facilities located near the Courthouse, i.e., on any given shift, do the nursing staff members float between the facilities, or do they just work exclusively at one of the 3 locations?*

*How are these facilities presently covered by nursing during the 2<sup>nd</sup> and third shifts and weekends/holidays?*

**We provide 24/7 nursing coverage 1<sup>st</sup> shift one nurse per building in the downtown facilities and 1-2 nurses at CRDC 2<sup>nd</sup> shift 1-2 nurses in the D/T facilities and 1-2 nurses at CRDC. 3<sup>rd</sup> shift consist of one nurse at CRDC and 1 nurse at D/T facility.**

2. *Please clarify the disparity in inmate population numbers in the 2<sup>nd</sup> and 3<sup>d</sup> paragraphs on page 10 of the RFP.*

**The number 1770 will be official after the construction of the additional building at CRDC.**

3. *On page 19, at bottom of page, it asks if the proposer is willing to negotiate pre-booking medical services. Please explain.*

**Please contact Dean Garza to clarify question, reword question and resubmit for Batch # 3 .**

4. *I'm unclear of the message in paragraph 52 on page 52. Please explain at the conference.*

**Explained at conference**

5. *What is the anticipated split between County inmates and USMS inmates when the jail expands to 1770 inmates?*

**NO USMS**

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1. *Will there be another opportunity to submit written questions after the pre-bid conference on October 20, 2009 or is this submission the only opportunity for vendor questions?*

**There will be another opportunity for questions.**

2. *Of the 1,329 ADP the how many inmates are US Marshalls? How many are Federal? How many are ICE? Are any services billed directly to the sending jurisdiction similar to the US Marshalls?*

**There are currently 41 Federal inmates however, the county is doing away with them.**

3. *Of the projected 1,770 by November or December of 2010, how many inmates are projected to be US Marshalls? Federal? Ice?*

**none**

4. Page 26 letter H. of the RFP calls for 24 hour onsite nursing for one facility and that the one facility is subject to approval; however, the scope of services section indicates 24 hour infirmary care is required at all locations. Please explain.

**We provide nursing care 24/7**

5. Approximately how many Sheriff staff would participate in the annual employee TB testing?

**300**

6. Approximately how many Sheriff staff would need CPR training on an annual basis?

**We have paid for a LT and a nurse to teach CPR**

7. On page 23 of the RFP, it states the vendor will collaborate with Cameron County if NCCHC and ACA accreditation is feasible then on page 51, item 51 it states both Cameron County and Provider agree to work together to attain accreditation as expeditiously as possible and the provider will agree to a \$100,000 liquidated damages penalty if provider fails to attain medical accreditation. Please explain – does Cameron County have an expectation that provider will attain NCCHC accreditation during the initial term of an agreement? If yes, is the provider responsible for the accreditation fees?

**It will be preferred however we must meet TJS for all care**

8. Will the county provide a photocopier for use by the vendor?

**yes**

9. Does the county want a fixed price for the initial 24 month period of a contract?

**the RFP has built in annual increases**

10. What is the expectation of both on-site and offsite mental health services from the provider?

**all mental health performed on site**

11. Does Cameron County utilize the Texas Indigent Healthcare Program? If not, on page 39, Annual Aggregate Cap, it states the proposer is required to submit a price that is based on an annual aggregate cap for offsite or telemedicine then on page 47, item 28, page 59, item 15 and 16 – it states Cameron County shall be the payer of last resort for all offsite medical services and Cameron County will make payment directly to the offsite Provider. Please explain.

**We follow all indigent guidelines**

12. Please explain the requirement for Medical Assessment as described on page 32 and the health evaluation as described on page 46, item 22. They appear to be the same request with difference requirements in each.

**Please contact Dean Garza to clarify question, reword question and resubmit for Batch # 3 .**

13. On page 26, item 7. Please provide us with a copy of the Dress Code Policy.

**Scrubs**

14. On page 26, item 1.a. please describe who the on-site Medical Service Director is and what is the # of hours per week expected for this position?

**Dr Raul Garza until November**

15. On page 57, item XXII. Which facility is the Minimum Security Facility – as described on pages 29 and 30 (which all required 24/7 nursing coverage)?

**Minimum security is located at DC@**

16. CHM would like to confirm on page 61, item 2, neither the County nor the provider will be responsible for emergency off-site hospitalization expenses (including follow-up care) associated with an injury sustained by a person during a lawful arrest and/or pre-existing illness/injury. Who is responsible for the cost of these circumstances?

**Inmate**

17. Is a mental health evaluation needed on all inmates with mental health issues who are incarcerated for longer than one year? How does Cameron County handle this currently?

**TT has regular F/U every 12 weeks and Dr. Freeberg 4-6 weeks**

18. Does the County require that a psychiatrist evaluate all offenders who are deemed to be a danger to themselves or others, or can this evaluation/assessment be completed by a mental health professional?

**If Tropical patient refer to Tropical if not refer to Dr. Freeberg**

19. The RFP indicates an overall 2009 budget of \$2,013,363 and an outsourcing budget of \$167,016. Is the outsourcing budget included in the \$2,013,363? Does the \$2,013,363 include all offsite medical services expenses?

**yes**

20. Please clarify p. 42 Item IV (#5 and #9): Continuity of Care. For SMI's (Severely MI) from the state system admitted to the jail, is it the intent of the county for the vendor to be responsible for all related cost for Fitness or Restoration for Fitness?

**Please contact Dean Garza to clarify question, reword question and resubmit for Batch # 3**

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## **STAFFING**

1. Please provide:

- The current facility staffing pattern by position, day, and shift.
- Current salaries (or salary ranges) for each employee
- Information regarding the current fringe benefits package, including paid leave, insurance, retirement plan, and any other non-salary items

**Answer: provided in the RFP**

2. Please describe the scope and practice of LPN/LVN?

**A: The county will provide the job scope and practice**

3. Are any agency or temporary employees being utilized? If so, for what position, day and shift?

**A: none**

4. What pre-screening of employees is required: fingerprinting, drug screening, rubella and measles, others?

**A: criminal background check, current license and tb test**

5. What is the level of involvement of state or county employees providing services through grants, independent agreements or any related areas?

**A: none**

## **LEGAL**

6. *Please provide a list of your current litigation or loss run.*

**There is only one case currently alleging that jail and infirmary personnel and the jail physician were negligent in handling the medical needs of an inmate.**

**DORA TORRES, SANTOS TORRES, SOFIA TORRES, and LEANDRO TORRES, JR., individually and on behalf of the Estate of LEANDRO TORRES, deceased, Plaintiffs, v. OMAR LUCIO, MIKE LEINART, Dr. Raul Garza, Dean Garza, and Josefina Romero and UNNAMED EMPLOYEES of the Cameron County Sheriff's Department, in their personal capacities, and Cameron County, Defendants; IN THE UNITED STATES DISTRICT COURT, SOUTHERN DISTRICT OF TEXAS, BROWNSVILLE DIVISION; CIVIL ACTION No. 1:09-cv-00083.**

**The Torres case is still in early stages.**

**I'll mention this one other case out of an abundance of precaution, Javier Garza v. Cameron County et. al, also filed in the federal district court originally alleged that there was a refusal or delay in treating injuries received when Garza was allegedly beaten up by certain guards. The case is identified as :**

**JAVIER ALEJANDRO GARZA, Plaintiff, v. THE UNITED STATES MARSHAL=S SERVICE, THE CAMERON COUNTY SHERIFF=S DEPARTMENT, COSME MARTINEZ, MICHAEL DAVID SAAVEDRA, SGT. JOSE ALEJANDRO GARCIA, JOHN ROY HARRIS, JOSE YBARRA, AND LETICIA ANDRADE, INDIVIDUALLY, AND CAUSE NO: 07-CV-52; IN THE UNITED STATES DISTRICT COURT FOR THE SOUTHERN DISTRICT OF TEXAS BROWNSVILLE DIVISION.**

## **CURRENT EXPENDITURES**

7. *Are there any costs included in your budget and cost data which will not be included in this contract (i.e. security and transportation costs)? If so, what items, and what is the annual budget and/or cost?*

**A: no**

8. *Are there any costs not included in your budget and cost data that will be included in this contract? If so, what items, and what is the annual budget and/or cost?*

**A: no**

9. Are you receiving any medical services which are not charged to your medical budget?

**A: no**

10. Are any overrun or unbudgeted expenses anticipated? If yes, please estimate.

**A: no**

## **STATISTICS**

11. Please provide monthly or annual statistics in the following categories for the past two years:

Average daily Population	Intakes (Screenings)	Physicals
Nurse Sick Call Visits	MD/PA Sick Call Visits	Inmates on HIV meds
Inmates on Psychotropics	Inmates on Prescription Meds	Pregnant Inmates/Deliveries
X-rays— on-site	Dental Visits	Mental Health Visits
Infirmatory Admissions	Infirmatory Days	Average Infirmatory Census
Inpatient Hospital Days	Inpatient Hospital Admissions	Emergency Room Visits
Ambulance Transports	Dialysis Visits	Outpatient Surgeries
Outpatient Specialty Visits	Outpatient Radiology Visits	Other Outpatient Visits (Specify)
Inmate Deaths	Inmate Suicide Attempts	ER Visits resulting in AdmissionA

**Dean Garza will provide this answer in Batch # 3 .**

12. What percentage of inmates are HIV positive?

**One currently**

13. Is there an ADAP program?

**no**

14. What percentage of inmates are Hepatitis C positive?

**none**

What are the community standards for treatment?

**none - up to primary care physician**

15. What is the average number of inmates receiving Hep C medications?

**none**

16. What percentage of inmates are on psychotropics by drug type?

**25%**

17. Are the following inmates housed in your facility (ies)? INS, U.S. Marshals, out-of-state or in-state jurisdictions and what ADP for each? What does the INS or U.S Marshals pay for?

**41 currently**

## **PHARMACY**

18. Who is your current pharmacy supplier?

**Westwood**

19. Please provide the most recent three months of drug utilization.

**Dean Garza will provide this answer in Batch # 3 .**

20. How many inmates receive Hep C treatment?

**0**

*What is the nature of the treatment?*

**0**

21. How are medications delivered and dispensed: patient-specific or stock/pill line?

**both**

22. Where are medications administered? Are medications administered by nurses or correctional staff? How often?

**On the floor given by nurses as directed**

23. Is there a self-administration or “keep-on-person” medication system?

**no**

24. How many med passes are conducted per day?

**As prescribed**

25. Are OTCs available through the commissary? If so, please provide a listing.

**Yes will provide if needed**

26. What form of psychotropic medications is currently being used – liquid or tablet?  
*Please address the use of atypical antipsychotics.*

**Tablet and injectables**

27. Please provide the number of prescriptions per inmate.

**varies - Please contact Dean Garza to clarify question, reword question and resubmit for Batch # 3**

28. Please provide the number of HIV patients and the number of inmates on HIV therapy by drug type?

**Currently 2 inmates**

29. Can pharmacy techs administer medication?

**yes**

30. What is the ability to use stock medications?

**We currently use stock meds as well**

## **MENTAL HEALTH**

31. What mental health services are currently available to inmates? Who provides these services?

**Tropical Texas and Dr. James Freeberg**

32. What is the average number of inmates receiving mental health services?

**50-60 inmates**

33. Are any beds designated for mental health observation? If so, how many?

**Roughly 30**

34. What is the procedure for inpatient mental health confinement of an inmate outside of the facility? Who pays for this?

**We must obtain a section and the inmate will be responsible**

35. Are there special mental health centers (housing units) staffed by mental health professionals and levels of care specific to inmate's acuity?

**We have 2 pods that house mental health inmates if needed.**

36. Is there an expectation that psychological evaluations for parole or probation be conducted? If yes, how many are done per month and what is the time frame from the request to the need to produce the written evaluation? What qualifications are required of the person doing the evaluations?

**This will be court ordered and will be conducted by a dr.**

37. When required to use County Mental Health facilities, how is the requirement funded? For example, would the vendor be required to use county staff?

**No**

## **PROVIDERS**

38. What portion of your current medical program is subcontracted to outside providers or government agencies? Please list the providers, the services provided, and include a copy of your contract with each of them.

**Prenatal care, HIV care**

39. Identify whether the following services are available on-site or off-site, the frequency (hours or visits per week/month), and who provides the service:

- Specialty Clinics (please specify which clinics and frequency) **off**
- Dental **off**
- Oral Surgery **off**
- Pharmacy **off**
- Optometry (annual amount of eyeglasses provided and cost) **off**
- Laboratory **off**
- Radiology (specify mobile or fixed equipment) **on**
- Fluoroscopy **off**
- Mammography **off**
- Physical Therapy **off**
- Dialysis **off**
- Chronic Care Clinics (please specify which clinics and frequency) **off**

40. What hospitals are currently being utilized by the facility? For each hospital please provide the following:

Valley Baptist Medical Center and Valley Regional Medical Center

- Contact Person
- Telephone Number
- Distance from facility
- Availability of “secure” ward

**Dean Garza will provide this answer in Batch # 3**

41. Are any providers offering “free” services (i.e. public health department, VA hospital, etc.)? If so, please list services provided and whether this is expected to continue.

**no**

42. Who is the current ambulance provider (provide contact phone number if available)?

**City of Brownsville EMS**

### **SERVICES**

43. When does “official” booking occur? When does the contractor’s responsibility for medical expenses begin?

**Official booking occurs during each shift and medical expenses occur if not pre-existing**

44. Who currently performs the receiving screening - Correctional Officers, RNs, LPNs, or other employees?

**RN and LVN**

45. When does TB and STD testing occur? Is HIV testing offered to all admitted inmates?

**Tb testing during medical intake. STD provided by Valley Aids Counsel**

46. When are physical exams completed? Who completes the health history? Who performs the actual examination?

**Each Shift , a licensed nurse**

47. How many days per week is nurse sick call available?

**7 days**

How many days per week by the physician?

**4-5 days per week**

48. Where does sick call occur - in the medical unit, the housing units, or another location (please specify)?

**In medical unit**

49. How do inmates access sick call?

**Per sick call request**

50. What level of dental service is available to inmates?

**extractions**

51. What is the facility's medical grievance procedure?

**A grievance office and Nursing staff work together to resolve any problems**

52. Who is responsible for medical waste disposal?

**Medical**

53. Are there any special programs that you would like us to initiate or continue?

**Up to vendor**

54. How are end-of-life issues addressed?

**Up to vendor**

55. Is hospice used?

**Not used**

56. Where do diabetics receive their insulin?

**In the infirmary**

57. Can a person be held at the facility without being officially booked? If so, what is the maximum number of hours?

**No**

*(ml -10/23)*

58. Who is financially responsible for medical care when a prisoner is taken directly to the hospital prior to booking?

**The inmate**

## **SPACE, EQUIPMENT, AND SUPPLIES**

59. Please provide an existing equipment inventory for the medical unit. Will all existing equipment be made available at no charge to the contractor?

**Provided in RFP**

60. What is the general condition of all major medical equipment? Who is responsible for the repair and maintenance of existing medical equipment?

**All equipment is fairly new and the vendor will be responsible**

61. Who is responsible for the purchase of new medical equipment? Is there a cost amount that defines whether a purchase is considered equipment? Are there any equipment needs of which you are aware?

**The Vendor**

62. Will the existing inventory of supplies be available at no charge to the contractor at the beginning of the contract? If not, will the vendor be expected to purchase the supplies? At what cost?

**yes**

63. Will the agency provide PHS will office equipment and inmate waiting room chairs?

**yes**

64. Is the vendor required to maintain maintenance agreements on equipment and pay for facility licenses?

**yes**

65. Who will own the equipment if purchased by the vendor?

**The Vendor**

## GENERAL

66. Are there any state regulatory or accrediting bodies involved?

**Texas Jail Standards**

67. What is the definition of “pre-existing” condition?

**Any and all medical conditions that may require further hospitalizations or specialty care**

68. What is the facility’s average daily population for adult males, adult females, juvenile males, juvenile females, and total? Is this population expected to increase? If so, when and by how much?

**Provided in RFP**

69. How large is the infirmary? How many beds? Are they used for medical only?

**Provided in the RFP**

70. Does the infirmary have medical isolation cells that are negative air pressure? If so, how many?

**At CRDC 4 at DC1 has 2**

71. Who provides emergency transports?

**City of Brownsville EMS**

72. Does your state mandate HIV testing?

**no**

73. How quickly are physician referrals sent off-site? Over the past 12 months, how many inmates have been referred to off-site physicians/providers?

**Asap**

74. Is there a cost for security clearance? How often is security clearance required?

**no - at hiring and later on an as needed basis**

*(ml -10/23)*

75. Is there a restriction on specific times a provider can deliver on-site care?

**no**

76. Please provide a copy of all that currently exist, and state whether they will apply to the contractor:

- Medical policy and procedure manual
- State or local regulations relating to health care provided in the facility
- Inmate fee-for-service (copay) policy
- Court orders or consent decrees for the facility
- Drug formulary
- Monthly activity, statistical, and management reports prepared for health care services
- Samples of forms utilized in the delivery of care (intake screening, sick call, etc.)

**Dean Garza will provide this answer in Batch # 3**

77. Is the medical department responsible for providing physical exams, hepatitis vaccinations, or other services to correctional staff? If so, provide the approximate number per year.

**We provide TB testing**

78. Is the facility currently accredited by the NCCHC, ACA, or other accrediting body? If so, please provide dates of accreditation, reaccreditation, and the next expected survey. If not, does the facility wish to pursue accreditation?

**No - up to vendor**

79. What is the expected contract award date and start date?

**February 1, 2010 , March 1, 2010**

*(ml -10/23)*

80. Does the facility contract to house federal prisoners or those from other states or localities? If so, with whom? How many? What will be the contractor's responsibility for costs incurred in providing medical services to these prisoners?

**Currently 41 fed inmates**

81. Please provide information about your detox protocol? Does the facility have a methadone program?

**We Currently have a detox protocol and we do not accept methadone**

82. Does the agency charge inmates for health care such as sick call and prescriptions?

**\$2 for sick calls only**

83. Are there mandated posts?

**no**

84. What do state laws dictate regarding supervision? For example, can an LPN/LVN work independently?

**All nurses work under dr license and under his policies and protocol**