

RFP 2017-25 Fitness for Duty Violence Screening

Questions and Answers

	QUESTIONS	ANSWERS
1.	What is the anticipated volume or number of cases?	One to three (1-3) per year.
2.	Have any pricing or per case budgetary guidelines been established by Covered California?	Less than \$3,500 for each case.
3.	Is there a prescribed turn-around time for the evaluations both in regards to scheduling and report completion?	Seven to ten (7-10) business days.
4.	Since these are psychiatric evaluations is psychiatric testing required and, if so, to what extent?	Not for psychiatric evaluations; but yes for psychological evaluations. Standard testing to evaluate subject's mental state.
5.	Some doctors no longer treat patients but do conduct Medical-Legal (forensic) and Fit for Duty evaluations exclusively . Is there any requirement that the psychiatrist must be actively treating patients?	No, as long as they hold a current license.
6.	<p>A traditional FFD assesses the individual's capacity to do essential job duties without significant risk to themselves, others, or the employer's interests or assets. The <i>addition</i> of the violence screen (FFD-VS) looks to rule out prominent risk factors for violent behavior in the workplace.</p> <p>Is Covered California requesting services for both the traditional fitness for duty (FFD) as well as fitness for duty violence screening (FFD-VS)?</p>	Yes, both traditional FFD and violence screening FFD-VS.
7.	Is Covered California requesting services by only psychiatrists, or by psychologists/neuropsychologists as well?	In accordance with Addendum 4 to the IFB, Covered California is requesting services by either a psychiatrist or a psychologist.

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8.	Is Covered California open to offering FFD services via Telehealth?	Yes.
9.	Should Exhibit A, section D.4, read “Contractor shall perform psychiatric <u>or psychological</u> evaluations “	Yes. We apologize for missing that revision.
10.	Regarding Exhibit A, section D.4 [sic. 5], please clarify if 72 business hours is three business days (24 hours x 3) or nine business days (8 hours x 9).	It’s three (3) business days.
11.	Regarding Exhibit A, section D.5 [sic 6], please confirm the ten calendar days includes weekends.	Yes, it includes weekends. For example, if evaluation is done on the 10th of the month, the comprehensive written report would be due on the 20th of the month.
12.	Regarding Exhibit A, sections D, our <u>full</u> report is standardly done within five business days. Because this is well within the deadline for initial findings with recommendations of 72 business hours, and for comprehensive written report of ten calendar days, would our practice of one comprehensive report within five business days be acceptable to Covered California?	If by “full” report, you are referring to what is described as the written comprehensive report in Exhibit A, section D.6, then the answer is no. The initial findings and recommendation based on the evaluation must be provided within three (3) business days (Exhibit A, sec. D.5). If your “full” report combines both the initial findings and the comprehensive, then it would need to be provided within three (3) business days.
13.	Please clarify what meeting with the Project Representative entails. Exhibit A, section E.	<p>This provision is standard contract language used for Covered California’s model contract. The requirement that Contractor meet with the Project Representative does not apply in this instance and will be deleted from the final contract with the bidder awarded the contract.</p> <p>However, the provision that Covered California will not reimburse Contractor for travel expenses will apply.</p>

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14.	Our psychologists' standard face-to-face time with patient can take up to seven hours; and neuropsychological time with patient can take eight to ten hours. Regarding Exhibit A, section D.6 [sic. 7], please clarify if the seven hours described is <i>all-inclusive</i> ; i.e., face-to-face time, reporting to and phone conferences with Covered California.	The seven hours does not include reporting to and phone conversations with Covered California. The estimated evaluation time of seven (7) hours is an estimate for the face-to-face evaluation. Anything additionally needed, such as neurophysiological time with the patient, the contractor will need to obtain prior authorization for the additional time and fees.
15.	Neuropsychological evaluations take eight to ten hours. Would Covered California want this type of evaluation so long as prior authorization is obtained?	Yes, if it is necessary to make a determination. However, prior authorization will need to be obtained.
16.	How frequently will be contacted about cases?	See answer 1.
17.	Who will the contact at Covered California be?	The Project Representative, to be named in Exhibit A, section J, Project Representatives, when the contract is finalized for the bidder awarded the contract.
18.	How much flexibility will we have concerning the time frame for work on a case?	Because of the urgent nature of the need for services, they will need to be provided within the time frames outlined in Exhibit A, section D, General Scope or Tasks.
19.	How will we receive the necessary records in order for our provider to proceed on the case?	Via email from a Covered California Human Resources representative.

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20.	Can the evaluations all take place in our Sacramento office?	<p>See Exhibit A, section D.2. The evaluations need to take place within fifty miles from the seven locations listed. That is the longest distance Covered California will require an employee to travel to meet with a provider.</p> <p>If the provider does not have an office within fifty miles of one of the Covered California locations, provider may use office space from a colleague within the fifty miles requirement. However, Covered California will not reimburse provider travel expenses or rental costs, if any, associated with using a colleague's office.</p>
21.	If the employee in question has a criminal background, we may not wish to have the evaluation in our office. Will Covered California make space available to us in one of their offices?	All employees undergo a criminal background check before they begin work at Covered California. The provider will not be evaluating employees with a criminal background.
22.	An employee in a civil case must sign our consent for evaluation form. Who at Covered California will ensure that the employee sign the from?	The Project Representative or his/her designee.
23.	If the employee is represented by an attorney, we will not allow the attorney or any other representative be present at the evaluation. Will this be an issue?	No.
24.	Is audio recording of the evaluations allowable?	Yes, as long as it's normal protocol of the physician, and meets all legal concerns.
25.	Will Covered California agree to our standard hourly rate for each service provided?	After checking received proposals to ensure they are complete (IFB Attachment 1, p. 14), an award, if made, will be to the lowest responsive Bidder (IFB section 3.4.4, p. 10).

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26.	Is there a capped amount that we cannot bill beyond for the calendar period noted in the contract?	<p>Covered California is funded by State fiscal year (FY; July 1 to June 30). Our budget authority for this contract cannot exceed \$20,000 per fiscal year for the initial term of the contract, estimated to be Sep 7, 2018, thru Aug 31, 2019.</p> <p>There is a provision to allow the contract to be extended two additional one-year terms, that is FY terms, at the same rates provided in the awardee's proposal. See IFB sections 3.3 and 3.9; Exhibit A, section C.</p>