



## California State University, Chico Questions & Answers

**RFP 2019-1SR**

**PROPOSAL DUE DATE: JULY 11, 2019 – 4:30 P.M. PST**

This document includes information in regards to questions regarding the RFP.

<b>Revisions to RFP</b>
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NONE

<b>Questions/Responses</b>
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<b>1</b>	<b>Question:</b>	In regards to the RFP for psychiatry services, I would like to know if you are considering requests for Tele-psychiatry.
	<b>Response:</b>	<i>Yes. The University would consider tele-psychiatry.</i>
<b>2</b>	<b>Question:</b>	What are the contractual dates after the anticipated date of 8/19/2019? How many years is the contract extended for?
	<b>Response:</b>	<i>See Section General Requirements Section 1.2</i>
<b>3</b>	<b>Question:</b>	Is the bid for Psychiatrist and/or XXXX company? Will the facilitator accept XXX responses?
	<b>Response:</b>	<i>Bids can be from either an independent contractor or a company.</i>
<b>4</b>	<b>Question:</b>	What is the location? What specific facilities the mental health professional will be working out of?
	<b>Response:</b>	<i>The mental health professionals will be working out of the Student Health Center, which is located on the California State University, Chico campus specifically 601 Warner Street Chico California. See Section II – Scope of Services &amp; Minimum Qualifications</i>
<b>5</b>	<b>Question:</b>	What type of clinic? (Outpatient, Inpatient, Forensic, Emergency Room)
	<b>Response:</b>	<i>Outpatient setting</i>
<b>6</b>	<b>Question:</b>	Does the facilitator have a basic or detailed scope of work?
	<b>Response:</b>	<i>Please see Section II for Scope of Services and Minimum Qualifications.</i>
<b>7</b>	<b>Question:</b>	Is there a company or mental health professional that currently holds this contract for services currently? If so, what are the current rate offerings for mental health services per this fiscal year?
	<b>Response:</b>	<i>No</i>
<b>8</b>	<b>Question:</b>	Does the doctor need to be Board Certified? Is Board Eligible acceptable?
	<b>Response:</b>	<i>Yes, the doctor needs to be Board Certified. Board Eligible is not acceptable. See Section 2.0 for minimum qualifications.</i>

9	<b>Question:</b>	What are the proper credentialing items that the Medical Physician will need to have?
	<b>Response:</b>	<i>A valid Drug Enforcement Agency (DEA) certificate and number for prescribing controlled substances, current psychiatric board certification, valid and relevant State of California license to practice medicine.</i>
10	<b>Question:</b>	How long is a typical workday per the psychiatric services? Will the psychiatrist be required to take a lunch, or are they exempt since they are independent contractors?
	<b>Response:</b>	<i>8 hour days. Lunch periods and time worked should follow California labor laws. University employees are required to have a lunch break.</i>
11	<b>Question:</b>	How many patients per day will the psychiatry see? How many evaluations versus follow ups, and are their time limits within evaluation and follow up periods?
	<b>Response:</b>	<i>The number of patients seen per day will vary. The evaluations versus follow-ups will vary as well. There are no specific limitations.</i>
12	<b>Question:</b>	Does the facility utilize tele-psychiatry?
	<b>Response:</b>	<i>Not at this time.</i>
13	<b>Question:</b>	Does the facility utilize an Electronic Medical Record? If yes, Which EMR system is utilized?
	<b>Response:</b>	<i>Yes, the current system used is Point N Click (PnC)</i>
14	<b>Question:</b>	Can the bidder submit state, county, and mental health professional reference in lieu of high education references?
	<b>Response:</b>	<i>Yes.</i>
15	<b>Question:</b>	Do we need to supply candidates with our response? If so, do the candidates we supply absolutely need to be the ones to provide services upon award?
	<b>Response:</b>	<i>Yes please supply the candidates with your response. Yes the candidates need to be the ones who provide service.</i>
16	<b>Question:</b>	Are clinical administrative activities such as: contacting pharmacies, completing prior authorization requests, charting, and other processing of clinical documents, etc., considered billable Psychiatry Services as defined on Proposal Form Number 1?
	<b>Response:</b>	<i>Yes, the time to complete these tasks are billable.</i>
17	<b>Question:</b>	Are Indirect Costs for overhead billable (e.g. my other State of California contract includes an Indirect Cost rate of 10%)?
	<b>Response:</b>	<i>No.</i>
18	<b>Question:</b>	When psychiatry services are provided remotely, who greets and rooms the patient?
	<b>Response:</b>	<i>The greeter will be a medical professional from the Student Health Center.</i>

19	<b>Question:</b>	Is there a limit to the percentage of psychiatry services to be provided by mid-level staff (PA's and NP's under the supervision of psychiatrist)?
	<b>Response:</b>	<i>There are no limits.</i>
20	<b>Question:</b>	Are electronic prescriptions permitted, or are paper prescriptions required?
	<b>Response:</b>	<i>Controlled substance prescriptions must be on paper. Other prescriptions may be electronic.</i>
21	<b>Question:</b>	Is the use of our electronic health record (Practice Fusion) permitted if we scan the visit into CSU Chico's electronic health record system?
	<b>Response:</b>	<i>You may use whatever health record you choose, but the University uses electronic medical records (PointNClick). We currently do not allow third-party uploads into our system.</i>
22	<b>Question:</b>	What is CSU Chico's policy on "no-show", and how is the contractor compensated for this time?
	<b>Response:</b>	<i>The Health Center does have a "no show" policy. We make every attempt to fill no show appointments when possible. Contractors are compensated for the time regardless.</i>
23	<b>Question:</b>	What are the requirements for "Emergency Consultation" (e.g. is there a requirement for afterhours availability, and if so what are the average number of afterhours calls, is there a response time requirement)?
	<b>Response:</b>	<i>There are no afterhours emergency consultations.</i>

All other terms, conditions, and provisions of the original Request for Proposal #2019-01SR, shall remain the same.

DATE: June 28, 2019

University File Copy Signed

Sara Rumiano  
Director  
Procurement and Contract Services