



Argent Technologies, LLC



Flight Medicine Provider

NAS Pensacola, FL

PERIOD OF PERFORMANCE: 30 SEPT 2023-29 SEPT 2024 **O/Y:**4

ANNUAL CONTRACT HOURS: 1872

OVER TIME: 12 HRS **ON CALL:** 350HRS

DESCRIPTION OF SERVICES:

The Flight Surgeon, herein known as the HCP, will provide preventive medicine services. These services include comprehensive aerospace medicine, occupational medicine, and/or preventive medicine services in the outpatient clinical setting at Naval Air Station Pensacola, Florida, 479 FTG

MINIMUM REQUIREMENTS:

- Must be a graduate from an accredited medical school and a minimum of one (1) year in an accredited American residency and completion of an Aerospace Medicine Primary Course. (graduated from a Residency of Aerospace Medicine Program and/or successfully completed the Aerospace Medicine Primary Course from the USAF School of Aerospace Medicine, or other DoD Flight Surgeon course)
- Possess and maintain a permanent, full, and unrestricted license to practice medicine in the United States
- Ability to be credentialed to provide clinical and preventive medicine services Contract provider(s)
- Possess and maintain current Basic Life Support (BLS) and Advanced Cardiac Life Support (ACLS)
- Contract provider(s) shall have specific training in Aerospace Medicine, Preventive Medicine, or Occupational Medicine; or the Doctor of Osteopathy equivalent. Board certification in another specialty (such as Family Practice, Emergency Medicine, or Internal Medicine) may be considered when the member has demonstrated successful completion of the Aerospace Medicine Primary Course from the USAF School of Aerospace Medicine or other DoD Flight Surgeon certification (e.g, US Naval School of Aerospace Medicine).

Experience: A minimum of three (3) years military experience working in a Flight Medicine Clinic is highly desired. HCP(s) shall be proficient in providing preventive medicine services including comprehensive aerospace medicine, occupational medicine, and/or preventive medicine services. HCP(s) shall be proficient



with the AF Instructions governing the duties and physical standards for aviators, special duty operators, and continued military service.

Continuing Medical Education (CME): HCP must complete a minimum of 60 Continuing Medical Education hours every two (2) years. And contractor will be released from service provision without requirement for backfill for one (1) week per year to complete continuing education, and will be paid for that time in class. Contract provider(s) shall continue to meet the minimum standards for CME to maintain licensure currency as prescribed in AFI 41-117, Medical Service Officer Education. Provider will be allowed ample time to meet CME requirements. CME shall be obtained and shall be reported to the COR and MTF Credential Monitor annually on the first normal duty day in January for the previous calendar year. Periodic CME may be conducted at the MTF and will be available, at no cost, to any health care provider desiring to attend.

DUTIES

The HCP shall provide comprehensive aerospace medicine, occupational medicine, and/or preventive medicine services in the outpatient clinical setting including but are not limited to the primary care management of common adult illnesses and injuries, health risk counseling, pre-placement examinations, fitness for duty examinations, medical management of exposure to environmental toxins, deployment and travel medicine, as well as initial management and transport of decompression illness, and the treatment of clinical complaints associated with hyperbaric and hypobaric chamber activities.

Contract provider(s)' standard of care and range of services shall be similar to those expected in the civilian community, other military Medical Treatment Facilities (MTFs) and as applicable by the Joint Commission on Accreditation of Healthcare Organizations.

Contract providers will sign return-to fly DD 2992s, waivers, and flyer preventive health assessments.

The contract providers will not fly, but will respond to in-flight emergencies.

Personnel shall read, write, speak and understand English.

WORK HOURS

HCP shall be available for work 8 hours per day during normal duty hours, Monday through Friday, 0700 to 1630 hours. Contractor will be permitted morning, afternoon and lunch breaks. Upon prior agreement by both contractor and a government representative, additional hours in excess of the normal 40 hour work week may be approved by the CO in accordance with (IAW) overtime contract line item numbers (CLINs). Contract provider(s) shall perform follow up care on the next duty day of patients seen with acute problems when they initiate treatment on a day prior to a weekend or holiday to ensure continuity of care. A government provided pager will be provided. Contractor must be able to be contacted during all normal duty hours and within 24 hours in case of emergency. Contact phone numbers shall be provided to the CO or Contracting Officer Representative (COR) prior to the start of the contract. Phone numbers shall be local or toll free.

Contract provider(s) may, at times, work uncommon hours; which includes evenings, weekends, and holidays in order to observe, collect, and process medical specimens. Such times will be determined ahead of time and upon prior mutual agreement by the government and contractor. Times will be billed at rates IAW overtime and on-call hours as specified in contract

Federal Holidays: N/A



Criminal Background Check: HCP shall submit to government provided criminal background checks using the procedures set forth in Department of Defense Instruction 1402.5, Criminal History, Background Checks on Individuals in Child Care Services. Background checks may include fingerprinting on individuals working under this contract. A Government law enforcement officer shall conduct the background check and background inquiries are conducted through the Federal Bureau of Investigations and state criminal history repositories.

With the consent of the CO, HCP may provide services prior to completion of background checks. While contract provider will usually provide care for adult illnesses, care may be required occasionally for a child. However, at all times while children are in the care of a contract provider whose background check has been not been completed, contract provider shall remain within sight and under continuous supervision of a government provided chaperone, parent or guardian.

HCP has the right to obtain a copy of any background check pertaining to them and to challenge the accuracy and completeness of the information contained in the report.

HCP(s) who have previously received a background check shall provide to the COR proof of the check or obtain a new one at the government's request.

Personnel Appearance: HCP shall present a neat appearance and be easily recognized as Contract employees. Contract provider(s) shall wear a clean white lab coat that will comply with standard grooming and dress guidance for professional employees. A MTF issued identification badge will be worn at all times while on duty.

Orientation: HCP shall participate in the MTF orientation procedures for newly assigned providers to include regulations specific to clinic operations, quality assurance, professional specialty, hospital, Air Force and Navy policies and procedures.

TRAVEL

In very rare instances, HCP may be required to travel by military or commercial aircraft in the performance of temporary duty assignments. All time away will be billed on a per hour basis and all allowable expenses will be reimbursed by the government IAW the Joint Travel Regulations (JTR), not to exceed amount specified in travel CLINs. **CO approval required prior to travel.**

KEY PERSONNEL

This is designated as a "Key" position. Military alternatives for filling this position may not be available during times of war or emergency. An emergency or war may require the contract provider to perform additional duties, be subject to extended work weeks or changed work schedules. The incumbent of this position may be required to participate in test alerts and practice exercises. The incumbent will receive training and orientation by the government concerning participating in alerts and exercises, as well as overtime, and callback procedures as required.

HEALTH REQUIREMENTS

HCP shall obtain and provide a certification of current physical examination. Certification shall contain a signed statement by the examining physician containing the following statement: (name of contract employee)



is suffering from no active contagious diseases to include but not limited to Tuberculosis, Hepatitis, and Venereal Disease."

Physical examinations must be current as of 12 months prior to application for privileges.

IMMUNIZATIONS

Hepatitis B vaccine or have documented proof of immunity to Hepatitis B infection. Such vaccinations will be provided by the MTF.

Contract provider(s) shall report (to the appropriate MTF staff member) all information necessary to assure hospital records are correctly maintained, and therefore comply with JCAHO, OSHA, and CDC health record requirements.

EMERGENCY HEALTH CARE

MTF will provide emergency health care for contract personnel for injuries occurring while on-duty.

INDEMNIFICATION AND MEDICAL LIABILITY INSURANCE

Healthcare Provider(s) (HCP(s)) providing services under this personal services contract shall be subject to day-to-day supervision and control by Government personnel comparable to that exercised over military and civil service HCP(s) engaged in comparable work. Supervision and control is the process by which the individual HCP(s) receive(s) technical guidance, direction, and approval with regard to performance within the scope of this contract. Any personal injury claims alleging negligence by the HCP(s) within the scope of the HCP(s) performance of the personal services contract shall be processed by DoD as claims alleging negligence by DoD military or civil service HCP(s). Therefore, the HCP(s) (is) (are) not required to obtain medical malpractice insurance while performing under this contract.

EXPOSURE-PRONE PROCEDURE

Certain invasive surgical and dental procedures that have been implicated in the transmission of the Hepatitis B virus from an infected health care worker to a patient. Examples include certain oral, cardio thoracic, colorectal and obstetric/gynecological procedures. Characteristics of exposure-prone procedures include digital palpation of a needle tip in a body cavity or the simultaneous presence of the health care worker's fingers and a needle or other sharp instrument or object in a poorly visualized or highly confined anatomic site.

IMPROVING ORGANIZATIONAL PERFORMANCE PLAN

An organized document which establishes a framework for integrating quality planning, assessment and improvement as it applies to patient care processes within the MTF. It designates the areas of responsibility and accountability for the IOP program and the mechanisms for monitoring and evaluating patient care.

It is consistent with the Joint Commission on Accreditation of Health Care Organizations (JCAHO) and the Air Force risk management efforts

9.21 QUALITY CONTROL (QC)

Those actions taken by a Contractor to control the quality of output to ensure that they conform to contract requirements and reasonable standards of medical/optometric care.



9.22 PERFORMANCE WORK STATEMENT (PWS)

A document that accurately describes a service in terms of the output requirements.

9.23 VALID LICENSE

A grant of permission by an official agency of the District of Columbia, a state, commonwealth, or territory of the United States to provide care independently as a health care professional. Licenses must be current and unrestricted.

GOVERNMENT FURNISHED PROPERTY AND SERVICES

GENERAL

The Government will provide the following equipment, supplies, and services listed below:

Facilities, support staff and equipment: The provider shall have use of a designated, fully furnished and outfitted office space and exam room. Support staff will be provided by the government to include but not limited to nursing, administrative and ancillary care staff. Contractor will have use of all available equipment for performing services required by this contract.

Personal protective equipment (ppe) The Government will furnish provider with appropriate PPE. The Government will be responsible for any repair, cleaning and inventory required for the PPE. This does not include any type of uniform or laboratory coat.

Forms: The MTF will provide required Government forms in the performance of services.

Supplies: The MTF will provide medical and non-medical supplies commonly used in the facility for the care and management of patients.

Services: Access to long distance phone calls and/or facsimile transmission (fax) will be provided as long as the calls/faxes are directly related to patient care at the MTF. Computer and LAN access to all required patient care and administrative information will be provided.

Overseas housing: When stationed overseas, Government will provide appropriate single housing such as a VOQ room and appropriate per diem.

CONTRACTOR FURNISHED ITEMS AND SERVICES

GENERAL

Except for those items or services specifically stated in Section 10, Government furnished, the Contractor shall furnish everything required to perform this contract in accordance with all of its terms.

SPECIFIC TASKS

GENERAL

HCP shall provide preventive medicine services. These services include comprehensive aerospace medicine, occupational medicine, and/or preventive medicine services in the outpatient clinical setting including but are not limited to the primary care management of common adult illnesses and injuries, health risk counseling, pre-placement examinations, fitness for duty examinations, performs shop visits, medical management of



exposure to environmental toxins, deployment and travel medicine, as well as initial management and transport of decompression illness, and the treatment of clinical complaints associated with hyperbaric and hypobaric chamber activities.

Contractor shall ensure that the contract flight medicine provider provide care to Government beneficiaries at the MTF. Contractor shall furnish all labor, management, supervision teaching, consultations and reports, except as provided in Section 10. Contract provider(s)' standard of care and range of services shall be similar to those expected in a civilian community MTF and by the Joint Commission on Accreditation of Healthcare Organization. Contract providers will sign return-to-fly DD 2992s, waivers, or flyer preventive health assessments. Contractor will document medical record information in AHLTA or (if AHLTA is temporarily down) on a SF 600 included in the member's medical record. The contract providers will not fly, but will respond to in-flight emergencies.

PATIENT SERVICES

Clinic Support: HCP shall provide outpatient medical services for patients as scheduled by the Government.

Procedure Guidance: Contract provider(s) shall perform procedures compatible with the medical facility's operating capacity and equipment. New medical procedures/services shall not be introduced without prior recommendation to and approval of the MTF Commander or authorized representative.

Patient Sensitivity: Contract providers shall respect and maintain the basic rights of patients, demonstrating concern for personal dignity and human relationships. Contract provider(s) receiving complaints validated by the Director of MTF IOP/QA and Chief of Medical Staff shall be subject to counseling and depending on the nature of the severity of the complaint, separation from performing services under this contract.

Infection Control and Safety: Contract provider(s) shall comply with all MTF infection control and safety procedures, practices, and standards.

Referrals and Consults: Contract provider(s) shall follow DoD, Air Force, and MTF regulations and policies when arranging for a referral or consult.

Prescriptions: Contract provider(s) shall use and follow the MTF formulary and the personnel and the current Approved USAF Aircrew Medication List for prescriptions for all patients receiving care at the MTF. The Pharmacy and Therapeutics Committee must approve drugs not on the formulary.

MAINTENANCE OF RECORDS AND DOCUMENTATION

Records: HCP shall be responsible for creating, maintaining, and disposing of only those Government required records which are specifically cited in this PWS or as may be required by the provisions of a mandatory directive listed in Section 16 of this PWS. If requested by the Government, Contractor shall provide the original record, or a reproducible copy of any such records within five working days of receipt of the request.

Documentation: HCP shall prepare all documentation to meet or exceed established standards of the MTF to include but not limited to timeliness, legibility, accuracy, content and signature. Only MTF and Air Force approved abbreviations shall be used for documentation of care in the health care record. Patient care activities shall be documented into the Composite Health Care System Ambulatory Care Module.



Privacy of Individually Identifiable Health Information: The Contractor provider(s) shall provide patients with the utmost care and attention. All patients shall be assured of their privacy and personal dignity. The Contractor provider(s) shall ensure strict compliance to the release of Protected Health Information in accordance with the Code of Federal Regulation, Title 45, Public Welfare, Subtitle A, Department of Health and Human Services, Part 164, Security and Privacy (45 CFR 164) and AFI 41-210, Patient Administration Functions, paragraph 2.2.2, "Health Insurance Portability and Accountability Act (HIPAA)" and paragraph 2.3, "General Guidelines on Releasing Medical Information".

Release of Medical Information: HCP shall comply with HIPAA regulations and shall only release medical information obtained during the course of this contract to other MTF staff involved in the care and treatment of that individual patient.

MISSION CRITICAL STATEMENT

Performance of Services during Crisis Declared by the President of the United States, Secretary of Defense, or Overseas Combatant Commander. **Contracted physicians are not mission essential for performance during crisis** according to DODI 3020.37.

TRAINING AND CONTINUING EDUCATION

Professional Development. HCP shall participate in a continual process of self-evaluation and strive for excellence in medical practice. The pursuit of additional education hours/meeting during duty time will be subject to approval by the Flight Medicine Flight Commander, Chief of Aerospace Medicine (SGP), or in his/her absence, the Chief of the Medical Staff (SGH).

Conducting Training: Contract provider(s) shall occasionally be tasked to provide training to MTF staff in various topics related to aerospace medicine, occupational medicine, and/or preventive medicine as directed by the Flight Medicine Flight Commander, Chief of Aerospace Medicine (SGP), or in his/her absence, the Chief of the Medical Staff (SGH).

I have read and fully understand the minimum qualifications and duties and will comply with all requirements under this contract service.

(Print Name)

(Signature)

(Date)