



GENERAL MEDICINE PHYSICIAN FEDERAL BUREAU OF PRISONS, TERMINAL ISLAND, CA PHYSICIAN SERVICES

The Physician will provide a wide range of emergency services, including primary care for trauma and lifesaving procedures on-site for the inmate population at the Federal Correctional Institution (FCI) Terminal Island, located at 1299 Seaside Avenue, Terminal Island, CA 90731. General information about the facility is available at www.bop.gov

PLACE OF PERFORMANCE

Services will be performed in the Health Service Department of the Federal Correctional Institution, 1299 Seaside Avenue, Terminal Island, California 90731.

PERIOD OF PERFORMANCE: 1 year

OPTION YEAR(s): 4

ANNUAL CONTRACT HOURS: 2000

SCHEDULE

Monday through Friday (Excluding Federal Holidays) — eight sessions per day. A session is defined as one (1) hour.

The contract employee will normally work 6:00 a.m. – 3:30 p.m., with a thirty (30) minute unpaid lunch break. However, the hours may be adjusted to meet the needs of the institution.

This schedule is subject to change based upon the variable needs of the institution and the unpredictable nature of the correctional environment. Any changes in schedule or adjustments in sessions will require prior approval of the Contracting Officer's Representative (COR) or the Health Service's Administrator (HSA). Payment for services will be based on actual scheduled sessions worked in accordance with terms and pricing of the BPA. The contractor shall receive a minimum of 2 hours pay for showing up on-site to work, unless they have been notified in advance, that they will not be able to work that day. The contract employee shall not work more than an estimated forty (40) hours per week.

For security purposes, each contract employee will sign the contractor log indicating the date of visit to the institution, along with the times of arrival and departure. Due to the nature of the correctional setting, delays in performance of work may be experienced.

Such delays may include but are not limited to inclement weather, electrical or mechanical problems, or other security matters. When contract employees report to the institution but are unable to perform services due to such delays, the contractor will be paid for one (1) session.



Normally, any remaining sessions for that day will be suspended and the contract employee will be free to leave. The contract employee will not be paid for the remaining non-performed sessions. However, if the institution COR or HSA requests that the contractor remain at the institution for eventual performance, the contract employee will be paid for such sessions. In the event of any absence, the contractor may make up his/her time so long as it does not exceed an estimated 40 hours in any given week. If the contractor fails to provide coverage, the Government may seek contractual remedy.

SUPPLIES

All supplies that the contractor may routinely need shall be provided by the Health Service Department, at FCI Terminal Island. All records maintained by the contract employee under this BPA will remain the property of FCI Terminal Island.

SCOPE OF SERVICES

All duties shall be performed in accordance with the standards and methods generally accepted within the field of Physician Services and be compliant with all Federal and State policies and regulations. Each contract employee shall adhere to all standards and regulations associated with:

1. Federal Bureau of Prisons Healthcare Services
2. American Correctional Association (ACA) Standards/Core Standards for Adult Correctional Institutions
3. Accreditation Association for Ambulatory Health Care (AAAHC)
4. Services in accordance with standards and practices consistent with those in the community. The contractor will provide diagnostic, therapeutic, and preventive health care services for the inmate population at FCI Terminal Island. The contractor shall take medical histories, examine patients, and order/interpret laboratory and diagnostic tests and x-rays. The contractor shall make a diagnosis, provide treatment plans, and prescribe medications. The contractor will clinically manage injuries by suturing, splinting, and immobilizing. The contractor will attend to medical emergencies. The contractor will make daily rounds in the In-Patient Short Stay Unit and document in the Bureau's Electronic Medical Record (BEMR). The contractor shall record progress notes, recommend clinically necessary outside consultations, instruct/counsel and order or carry out therapy. Emergency consultation to be performed by the contractor in instances where it is deemed necessary. Minor surgeries utilizing local anesthesia may be performed during consultation visits. The contractor will call outside hospitals to document the status of our inmates admitted to various hospitals. He / she will conduct 14-day Chronic Care Clinic (CCC) assessment and conduct the CCC's to ensure compliance with AAAHC, ACA, and Program Review guidelines.

PHYSICIAN WILL BE RESPONSIBLE FOR, BUT NOT LIMITED TO:

1. Works collaboratively with the staff physician(s), consulting physician(s) in planning, instituting, evaluating, and revising program plans; assists in determining conditions, resources, and policies essential to delivery of the Health Care Services and discriminates between normal and abnormal findings to recognize early stages of serious physical, emotional, or mental problems.



2. Incumbent manages the daily operation of the CCC and may be required to conduct sick call, which may include securing health histories from the patient, recording findings and providing clinical evaluations. Incumbent makes daily rounds in the Short Stay Unit (SSU).
3. Provides a wide range of emergency services, including primary care for trauma and lifesaving procedures.

Contractor performance shall be closely monitored. A Contracting Officer Representative (COR) shall be appointed to monitor the performance of the contractor, at minimum, quarterly monitors reports shall be proved to the Contracting Officer indicating the performance level.

The contractor will render services as a certified Physician with continuing patient management being the responsibility of the Clinical Director. The contractor will advise the Clinical Director regarding medical treatment of inmates.

EDUCATION AND QUALIFICATIONS

- Possess and Maintain active, current, unrestricted license to perform Medicine in the U.S.
- MD/DO: Must be a Graduate of an accredited U.S. School of Medicine and provide opies of diploma(s)
- Provide copies of CMEs to maintain currently licensure
- Provide and Maintain copy of malpractice insurance
- Provide name/phone/email of reference to verify work experience
- Physician must possess the ability to work with an inmate population from a variety of cultural, regional, racial, and ethnic backgrounds.
- Physician must possess good organizations skills, good interpersonal relationship skills and be able to work effectively with medical staff.
- The Physician is required to wear appropriate professional attire which shall be covered by a **lab coat or smock**. Jeans (of any color), T-Shirts, sandals (of any type), tank tops, and sweatpants/shirts **are not considered appropriate** professional attire.

CONTRACTOR HEALTH REQUIREMENTS

- The Physician must be free of infectious diseases.

Any individual who subsequently develops a medical condition which might reasonably be expected to place staff, patients, or the public at risk shall be immediately removed from duties.

The contract employee may be required to submit to testing for/or provide evidence acceptable to the Clinical Director of recent testing for tuberculosis of other infectious diseases. Failure to submit to testing for or providing acceptable evidence of recent testing for or immunity to selected infectious diseases shall be grounds for denying access to inmates. The contract employee shall immediately inform, in writing the COR and Administrative Contracting Officer (ACO), of any adverse action taken by any regulatory body involving certification.



WORK MANAGEMENT

The successful contract employee will be required to follow all applicable guidelines for the services to be provided. He/she will also maintain accountability of all government furnished materials, supplies, and equipment. The vendor will provide a monthly billing statement to the Health Services Administrator, which accurately reflects the dates of each Physician visit, the number of hour/sessions worked each visit, and the total dollar amount due for that month's services. Half sessions will not be authorized for payment.

NON-PERSONAL SERVICES STATUS

The services shall not constitute an employer/employee relationship. Payments to the contractor shall be based on the provision of an end product or the accomplishment of a specific task. Results to be obtained are within the contract employee's own unsupervised determination. Each contract employee shall not be subject to Government supervision but monitored for quality assurance.

The services, being non-personal and professional in nature, shall be provided in the method as considered appropriate in the local community. Each contract employee has sole responsibility and discretion for choosing and implementing the manner and method of performing tasks outlined in this Statement of Work.

Services, although not directly supervised, shall be reviewed by institution Medical Staff to ensure BPA compliance. Contractors' performances shall be evaluated in accordance with FAR Part 42. Contract monitoring reports will be prepared by the COR and maintained in the BPA file.

INMATE MANAGEMENT

The provision of services under this contract shall require frequent and unsupervised contact with inmates. The contract employee shall not be responsible for the management of inmates except to ensure those inmates involved in activities within the contract employee's scope of work abide by all rules. The contract employee is to be constantly aware of security and always maintain a professional relationship with inmates. Any violations of rules and regulations by any inmate are to be brought to the immediate attentions of all BOP staff member.

The contractor is to constantly be aware of security and always maintain a professional relationship with inmates. The contractor will be required to provide documentation to the COR,

Contracting Specialist, or designee, of any infractions of institutional rules and regulations by inmates for proper action.

INSTITUTION SECURITY

Physician are required to complete security documents and undergo favorable investigative procedures. An individual who does not pass the required security clearances shall be unable to perform services under the BPA. The final determination and completion of security investigation procedures shall be made at the sole discretion of the institution.

Drug Screening: All persons are required to have a urinalysis test for the detection of marijuana and other drug usage. Any person testing positive shall be disqualified from performing under the resulting BPA. Any individual employed by the contractor deemed not suitable by the Bureau of Prisons shall not be granted access to perform services under the BPA.



This is a condition of the BPA. Additionally, each contract employee shall attend a one-time orientation program prior to performing any services under this BPA.

Thereafter, the contract employee shall attend a yearly refresher session. The dates and times for these orientation/ refresher trainings shall be determined by the institution, and reimbursement for attendance shall be at the current year's hourly BPA rate. The purpose of these programs is to familiarize/refresh contract employees with the institution, its operation, and general rules of conduct. The contract employee shall adhere to all institution regulations regarding safety, custody of inmates, and personal conduct.

The contract employee shall be allowed access to the institution at the sole discretion of the Chief Executive Officer (CEO). Any individual performing under this BPA may be removed if it becomes apparent that his/her conduct does not reflect the conduct prescribed within this nonpersonal service BPA.

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)

