



**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH
CONTRACTS AND PROCUREMENT ADMINISTRATION**

September 5, 2008

**COMPREHENSIVE MEDICAL SERVICES
REQUEST FOR PROPOSALS AMENDMENT NUMBER TWO (2)
RM-08-RFP-034-BY4-CPA**

Amendment Two (2)

TO ALL PROSPECTIVE OFFERORS:

The RFP submission date for this proposal is changed from Monday, September 8, 2008 to Monday, September 15, 2008, 2:00 PM.

Question No.	RFP Section	Question
1		How many MDs currently staff SEH, CPEP and Employee Health?
<p>DMH RESPONSE:</p> <p>The current staff numbers are as follows:</p> <p>Fifteen (15) General Medical Officers currently staff St. Elizabeths Hospital (SEH), One (1) in the Employee Health Unit. Five (5) of the 16 positions are vacant.</p> <p>Zero (0) Medical Doctors (MDs) staffed in the Community Psychiatric Emergency Program (CPEP)</p>		

Question No.	RFP Section	Question
2		How many visits does Employee Health have per day? What is the breakdown of these visits by type? a. Pre-employment Physicals, b. Annual Physicals, c. Sick Calls
DMH RESPONSE: There are approximately fifteen (15) visits per day split evenly between annual physicals, pre-employment physicals, and sick calls. Everyone who registers negative on the TB test has to take an annual test. People who are positive do not, but may have to take a chest x-ray once they test positive. All employees (1001) get an annual physical during their birth month.		
Question No.	RFP Section	Question
3		How many primary care visits does the patient clinic see per day (including physician visits to the wards to treat patients)? How many patients are seen in the clinic vs. seen on the wards by the physicians?
DMH RESPONSE: There is not a patient clinic where patients are seen. All medical visits are made on the patient wards.		
Question No.	RFP Section	Question
4		What is the distribution of visits by type?
DMH RESPONSE: This information is not available at this time.		
Question No.	RFP Section	Question

5		Are annual physicals required for all staff members?
DMH RESPONSE: All employees (1001) get an annual physical during their birth month.		
Question No.	RFP Section	Question
6		Since we are not billing for patient claims, are we still required to submit invoices in the ECura system?
DMH RESPONSE: Invoices shall not be submitted through the ECura system. Instead, refer to Amendment 2 for the invoicing process.		
Question No.	RFP Section	Question
7		Is the Vendor only responsible for medical labs ordered or are they responsible for psychiatric labs as well (i.e., labs ordered by psychiatrists)?
DMH RESPONSE: The Vendor is responsible for all laboratory tests.		
Question No.	RFP Section	Question
8		Shall the Vendor be able to use the on-site lab?
DMH RESPONSE: The Vendor shall be able to use the on-site lab.		

Question No.	RFP Section	Question
9	Page 13: C.1.6.1	How is an "Unusual Incident" in Section C.1.6.1 defined?
<p>DMH RESPONSE:</p> <p>"Unusual Incident" is defined as any event that is not consistent with the routine care of consumers or routine operations of the Mental Health provider, or other significant or extraordinary events that otherwise deviate from regular routine operations or established procedures.</p>		

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSALS REMAIN UNCHANGED.

Only one copy of this amendment is being sent to prospective Offerors. Offerors shall sign below and attach a signed copy of this amendment to each proposal to be submitted to the place specified for receipt of proposals. Proposals shall be mailed or delivered in accordance with the instructions provided in the original RFP. In the event your proposal has been previously deposited with the Department of Mental Health, Contracts and Procurement Administration (DMH/CPA), submit this signed Amendment in a sealed envelope, identified on the outside by the RFP number and submission date. This signed Amendment must be received by the DMH/CPA no later than **September 15, 2008, 2:00 PM**. Failure to acknowledge receipt of Amendment Three (3) for Solicitation Number **RM-08-RFP-034-BY4-CPA** may be cause for rejection of any proposal submitted in response to the subject RFP.

Signed: 
 Samuel J. Feinberg, CPPO, CPPB/
 Director, Contracts and Procurement
 Agency Chief Contracting Officer

Amendment Number One (2) is hereby acknowledged and is considered a part of the proposal for Solicitation Number **RM-08-RFP-034-BY4-CPA**.

 Signature of Authorized Representative

 Date

 Title of Authorized Representative

 Print or Type Name of Offeror