



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 2/7/2017

or Procurement Director Award

Contractor/Vendor Name (DBA): Conmed Healthcare Management, Inc.

Project Title/Description:
Correctional Healthcare Services

Purpose:

Amendment of Award: Master Agreement No. MA-PO-13-580, Amendment No. Five (5). This amendment, effective 2/01/17, will add 3.65 FTE medical positions to the approved staffing at PCADC (to be paid from contractual deductions and offsets that have already occurred this year), make minor changes and clarifications to the scope of work and slightly revise the statistical data report, required reports and business requirements for PCADC.

Administering Department: Health

Procurement Method:

Pursuant to Pima County Procurement Code 11.12.020, Competitive Sealed Proposals, Solicitation No. 78416 was conducted. On 4/09/13, the Board of Supervisors (Board) approved an award of contract MA-PO-13-580 for an initial term of three years in a total amount of \$36,143,539.00 and included two annual renewal options. The current contract term expires 6/30/2017.

Amendment No. One (1), effective 1/14/14, the Board approved a revision to augment the scope of services required to be performed by the Ph.D Psychologist, and extended the deadline dates pertaining to the implementation of an Electronic Health Records system.

Amendment No. Two (2), effective 7/01/14, the Board approved revisions to the scope of services related to 1) screenings and sick call requests at the Adult Detention Center 2) mental health assessment, monitoring of bed restraints, sexual health/reproductive services provided by the Health Department, installation date of Electronic Health Records, Health Administrator job description at the Juvenile Detention Center and 3) report submittal requirements associated with payments and a reduced the contact award amount to \$36,123,140.00.

Amendment No. Three (3), effective 1/06/15, the Board approved a decrease to the total award for the remaining 18 months of the initial term by \$551.00 to \$36,122,589.00; subsequently amending the Staffing Schedule at the Pima County Adult Detention Center by eliminating the Medical Doctor position and replacing with a Physician Assistant or Nurse Practitioner (NP/PA); reducing RN hours; adding 2.8 LPNs and consolidating areas and positions in the Mental Health categories to reflect actual staffing.

Amendment No. Four (4), effective 1/19/2016, the Board approved an annual renewal for the period ending 06/30/2017, an increase to the contract amount by \$12,037,181.00 to \$48,159,770.00, and contract specification clarifications to payment details and reconciliation notification requirements.

This Amendment No. Five (5), effective 2/01/17, will add 3.65 FTE medical positions to the approved staffing at PCADC (to be paid from contractual deductions and offsets that have already occurred this year), make minor changes and clarifications to the scope of work and slightly revise the statistical data report, required reports and business requirements for PCADC.

PRCUID: 78416

Attachment: Amendment No. Five (5).

Program Goals/Predicted Outcomes:

The contract with Conmed seeks to ensure high quality healthcare for inmates at PCADC and youth at PCJDC by providing adequate staffing to prevent and respond to emergencies and to address the many somatic and mental health needs of these vulnerable populations in a timely manner.

Procure Dept 02/02/17 PM 01:06

Public Benefit:

In FY2016 in an average month at PCADC, among many other services, Conmed provided 2,453 intake health assessments, 1,189 visits by a prescribing provider, 1,074 nurse sick call visits, 177 dental visits and had 1,052 people on the behavioral health case load, 188 of them determined to be Seriously Mentally Ill. During the same time period, at PCJDC Conmed provided an average of 562 sick call visits per month and had an average of 43 youth on the behavioral health case load.

Metrics Available to Measure Performance:

There are 22 Performance Indicators at PCADC and 21 Performance Indicators at PCJDC that are audited by the Pima County Health Department staff on a monthly, bi-monthly or quarterly basis. For each indicator where the contracted threshold is not met, liquidated damages in the amount of \$1,000.00 are deducted from the monthly payment.

There are numerous monthly reports that provide information on the services provided at each facility during the month. In addition, Pima County staff (including detention) meet with Conmed staff at PCADC bi-monthly and with Conmed staff at PCJDC quarterly to discuss the reports and activities since the previous meeting.

Retroactive:

Yes, by seven days. This was due to delays in negotiating the positions to be included and in receiving a signed amendment.

Original Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$ _____ Revenue Amount: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? Yes No Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? Yes No Not Applicable to Grant Awards

Vendor is using a Social Security Number? Yes No Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 13-580

Amendment No.: 5 AMS Version No.: 13

Effective Date: 2/01/17 New Termination Date: _____

Expense Revenue Increase Decrease Amount This Amendment: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contact: Jennifer Moore Division Manager: [Signature] 2/1/17

Department: Procurement May 2/1/17 Telephone: 520.724.8164

Department Director Signature/Date: [Signature] 2/1/17

Deputy County Administrator Signature/Date: [Signature] 2/1/2017

County Administrator Signature/Date: [Signature] 2/2/17
(Required for Board Agenda/Addendum Items)

PIMA COUNTY DEPARTMENT OF BEHAVIORAL HEALTH PROJECT: Correctional Healthcare Services CONTRACTOR: Conmed Healthcare Management, Inc. CONTRACT NO.: MA PO 13*580 CONTRACT AMENDMENT NO.: Five (#05)	<table border="1"> <tr> <td align="center">CONTRACT</td> </tr> <tr> <td>NO. <u>MA-PO-13-580</u></td> </tr> <tr> <td>AMENDMENT NO. <u>05</u></td> </tr> <tr> <td><small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small></td> </tr> </table>	CONTRACT	NO. <u>MA-PO-13-580</u>	AMENDMENT NO. <u>05</u>	<small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>
CONTRACT					
NO. <u>MA-PO-13-580</u>					
AMENDMENT NO. <u>05</u>					
<small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>					

ORIG. CONTRACT TERM: 07/01/2013 – 06/30/2016	ORIG. CONTRACT AMOUNT: \$ 36,143,539.00
TERMINATION DATE PRIOR AMENDMENT: 6/30/2017	PRIOR AMENDMENTS: \$ 12,016,231.00
TERMINATION THIS AMENDMENT: 06/30/2017	AMOUNT THIS AMENDMENT: \$ 0.00
	REVISED CONTRACT AMOUNT: \$ 48,159,770.00

CONTRACT AMENDMENT

WHEREAS, COUNTY and Conmed Healthcare Management, Inc. (CONTRACTOR) entered into a contract effective July 1, 2013, for the provision of medical and mental health care services at the Pima County Adult Detention Complex (PCADC) and the Pima County Juvenile Detention Center (PCJDC); and

WHEREAS, COUNTY and CONTRACTOR have agreed to increase the contracted staffing positions at the PCADC and pay for these new positions from savings resulting from contractual deductions and offsets that occurred this contract year (Year 4); and

WHEREAS, COUNTY and CONTRACTOR have agreed to modify the language or terms of the Contract as deemed appropriate for continued provision of health services pursuant to this Contract;

NOW, THEREFORE, the parties agree as follows:

The following changes are to be made to **EXHIBIT A: SCOPE OF SERVICES, PART 1: PIMA COUNTY ADULT DETENTION COMPLEX (PCADC)**.

CHANGE: Paragraph 1 of Section 5.1 Sick Call Requests

From: Sick Call Requests (SCR) received from detainees in the highest security pods and SCRs / complaints received from detainees reporting a wound, new onset pain and/or

prescribing provider within 24 hours of the time the SCR is stamped as received. Other SCRs must also be triaged by a nurse within 24 hours of receipt, but not necessarily face-to-face, and seen at the next Nurse Sick Call.

To: Sick Call Requests (SCR) received from detainees in the highest security pods and SCRs / complaints received from detainees reporting a wound, new onset pain and/or trauma are to be triaged face-to-face with the detainee by a Registered Nurse or prescribing provider within 24 hours of the time the SCR is stamped as received. An exception will be made in regards to face-to-face triage for detainees in the highest security pods for the following types of requests: to refill OTC medications, testing for sexually transmissible infections (STI) with no signs or symptoms, lower-lower due to a chronic condition already being followed, change in diet, reading glasses and copy of medical records. Other SCRs must also be reviewed by a nurse within 24 hours of receipt or notification by custody, but not necessarily face-to-face, and seen at the next Nurse Sick Call.

CHANGE: Section 5.2.1 Infectious Disease

From: The CONTRACTOR shall establish policies and procedures for the screening and management of communicable diseases that are consistent with the recommendations of the Pima County Health Department (PCHD) (see Exhibit D) and the Centers for Disease Control standards. Communicable diseases will be reported to the PCHD via the Communicable Disease Report form at least weekly.

To: The CONTRACTOR shall establish policies and procedures for the screening and management of communicable diseases that are consistent with the recommendations of the Pima County Health Department (PCHD) (see Exhibit D) and the Centers for Disease Control standards. Communicable diseases will be reported to the PCHD via the Communicable Disease Report form within five working days of diagnosis, treatment, or detection.

CHANGE: Section 6.6 Medications upon Release

From: For planned releases, CONTRACTOR must make available a seven-day supply of medication upon request of the detainee or his/her probation officer, case manager or healthcare provider to allow for continuity of care, unless clinically contraindicated. The Continuity of Care form is used for patients with chronic care conditions and includes release instructions.

For unplanned releases, upon notification of imminent release, healthcare staff will attempt to make available within 24 hours a seven (7) day supply of current,

essential medications, unless clinically contraindicated. These medications can be picked up at the property window once issued by the prescriber.

To: For planned releases, CONTRACTOR must provide a seven-day supply of medications to allow for continuity of care. The Continuity of Care form is used for patients with chronic care conditions and includes release instructions. CONTRACTOR is required to review reports of scheduled releases on a daily basis and prepare release medications in advance.

For unplanned releases, upon notification of imminent release, healthcare staff will provide medications where possible for a seven (7) day supply of current, essential medications, unless clinically contraindicated, or call in a script so that the detainee can pick up their medications within 24 hours of release. These medications can be picked up at the property window once issued by the prescriber, or, in the case of issuing a prescription, at the Pharmacy selected by the patient.

CHANGE: Section 9.6 Restoration to Competency (RTC) Program, second to last paragraph

From: CONTRACTOR will allot staff hours to fulfill the requirements of this section. The time allotted for the psychiatrist shall depend upon the population of the RTC which can range between 30 to 50 individuals. CONTRACTOR will give, at a minimum:

30-35 population	10 hours per week psychiatrist time
30-36 population	12 hours per week psychiatrist time
41-45 population	14 hours per week psychiatrist time
46-50 population	16 hours per week psychiatrist time

To: CONTRACTOR will allot staff hours to fulfill the requirements of this section. The weekly hours County will pay for the psychiatrist shall depend upon the population of the RTC, which is estimated to never exceed 50 individuals. CONTRACTOR will be paid according to the following schedule, depending on the monthly average census of the RTC program:

≤20 RTC Census, up to 10 hours per week
21-30 RTC Census, up to 15 hours per week
31-40 RTC Census, up to 20 hours per week
41-50 RTC Census, up to 25 hours per week

CHANGE: The first paragraph of section **11.2 Transfer**

From: The CONTRACTOR shall coordinate with the Pima County Health Department (PCHD) to ensure follow-up for those detainees that are released and require follow-up related to a reportable communicable disease. If a detainee is released before laboratory results are received, the CONTRACTOR shall make every effort to mail the laboratory results to the detainee's last known address with instructions for follow-up by the PCHD. CONTRACTOR shall also file all mandated reports with PCHD for communicable diseases.

To: The CONTRACTOR shall coordinate with the Pima County Health Department (PCHD) to ensure follow-up for those detainees that are released and require follow-up related to a reportable communicable disease. If a detainee is released before laboratory results are received, the CONTRACTOR shall mail a letter/notification to the detainee's last known address with instructions to follow-up with the PCHD. CONTRACTOR shall also file all mandated reports with PCHD for communicable diseases.

REPLACE: Business Requirement #3 in **ATTACHMENT A1-6, BUSINESS REQUIREMENTS – PCADC** with the following:

Notify the COUNTY within 24 hours of any detainee being placed in observation status in a hospital setting, and notify the County within 24 hours of any detainee being admitted as an inpatient in a hospital setting.

The following changes are to be made to **EXHIBIT A: SCOPE OF SERVICES, PART II: PIMA COUNTY JUVENILE DETENTION CENTER (PCJDC)**.

CHANGE: The second paragraph of **Section 4. Medical and Mental Health Assessments**

From: All youth must receive a mental health assessment within 24 hours from the time of admission, or, in the case of weekends, holidays or emergencies, within 72 hours of being admitted to the facility. The mental health assessment must determine if a community behavioral health provider is currently treating the youth for a mental disorder and identify any drug abuse and drug treatment history. The assessment will also guide the mental health professional in maintaining the youth's mental health stability and assist PCJDC staff to manage the youth's behavior while in detention. CONTRACTOR has a responsibility to

hours of being admitted to the facility. This requirement may be waived at the discretion of Detention Administration. The mental health assessment must determine if a community behavioral health provider is currently treating the youth for a mental disorder and identify any drug abuse and drug treatment history. The assessment will also guide the mental health professional in maintaining the youth's mental health stability and assist PCJDC staff to manage the youth's behavior while in detention. CONTRACTOR has a responsibility to collaborate with the COURT detention administration and officers to maintain stability for the youth. See also Section 9.3 of Exhibit A, Part II.

CHANGE: The second paragraph of **Section 5.3 Health Assessments**

From: The Pima County Health Department (PCHD) will provide Sexual Health/Reproductive Services, based on their assessment of need and as agreed to by the Court. A single exam room acceptable to PCHD has been designated for the PCHD Clinic. CONTRACTOR must establish a plan with PCHD to provide discreet locked space for supplies and equipment and full use of the lab area. Youth requiring Family Planning/STD services will be referred to PCHD by the Contractor. However, the CONTRACTOR shall not defer treatment of youth in need of urgent medical care to the PCHD.

To: The Pima County Health Department (PCHD) will provide Sexual Health Education based on their assessment of need and as agreed to by the Court.

CHANGE: **EXHIBIT A1, SCOPE OF SERVICES – PART III, PROVISION OF PSYCHOLOGICAL SERVICES FOR THE PIMA COUNTY SHERIFF'S DEPARTMENT, Section 2. Return to Duty Interviews, Paragraph a)**

From: a) Conduct return-to-duty interviews of officers who have been involved in critical incidents, generally officer-involved shootings, prior to the officer's return to duty. These interviews are not fitness-for duty psychological evaluations, which are done by Pima County Risk Management. The return-to-duty interviews are done to ensure that the officers involved in the critical incidents are not experiencing any post-traumatic problems that interfere with their functioning off-duty or that may cause them difficulties in returning to work. These interviews generally take place within three days following the critical incident and are infrequent.

To: a) Conduct return-to-duty interviews of department members who have been involved in critical incidents, generally officer-involved shootings, prior to a department member's return to duty. These interviews are not fitness-for duty psychological evaluations, which are done by Pima County Risk Management. The return-to-duty interviews are done to ensure that the department members

involved in the critical incidents are not experiencing any post-traumatic problems that interfere with their functioning off-duty or that may cause them difficulties in returning to work. These interviews generally take place within three days following the critical incident and are infrequent.

REPLACE: THE FOLLOWING EXHIBITS:

ATTACHMENT A1-1 STATISTICAL DATA REPORT FOR HEALTHCARE – PCADC
ATTACHMENT A1-4 REQUIRED REPORTS AND REPORTING SCHEDULE -
PCADC
ATTACHMENT A1-6 BUSINESS REQUIREMENTS – PCADC
ATTACHMENT B-4 CONTRACTED ONSITE STAFFING COMMITMENT – PCADC
– Effective 01/06/2015
ATTACHMENT B-6 SUMMARY SCHEDULE OF STAFFING COSTS – PCADC –
Effective 01/19/2016

WITH: THE FOLLOWING EXHIBITS ATTACHED HERETO:

ATTACHMENT A1-1 STATISTICAL DATA REPORT FOR HEALTHCARE – PCADC –
Effective 02/01/2017
ATTACHMENT A1-4 REQUIRED REPORTS AND REPORTING SCHEDULE –
PCADC – Effective 02/01/2017
ATTACHMENT A1-6 BUSINESS REQUIREMENTS – PCADC – Effective 02/01/2017
ATTACHMENT B-4 CONTRACTED ONSITE STAFFING COMMITMENT - PCADC –
Effective 02/01/2017
ATTACHMENT B-6 SUMMARY SCHEDULE OF STAFFING COSTS – PCADC –
Effective 02/01/2017

The effective date of this Amendment shall be February 1, 2017.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.


IN WITNESS THEREOF, the parties have affixed their signatures to this Amendment on the dates written below.

APPROVED:

Chair, Board of Supervisors

Date

CONTRACTOR:

Signature 

Chris Bove, President
Name and Title (Please Print)


January 18, 2017
Date

ATTEST

Clerk of Board

Date

APPROVED AS TO FORM:


Deputy County Attorney

1.26.17
Date

**ATTACHMENT A1-1 - Effective 02/01/2017
STATISTICAL DATA REPORT FOR HEALTHCARE - PCADC**

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total	Monthly Average
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**ATTACHMENT A1-1 - Effective 02/01/2017
STATISTICAL DATA REPORT FOR HEALTHCARE - PCADC**

Service Provided	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Total	Juvenile Waiver
90 # of Inmates in Custody Restraints Evaluated by Healthcare Staff													0	0
91 Total # Inmates Placed on Suicide Watch													0	0
92 # inmates on Suicide Watch by Location:													0	0
Mental Health Unit (15)													0	0
Infirmiry													0	0
Juvenile Pod													0	0
Other Location (specify): Intake, 1A, 1H, 1K, 1G													0	0
97 Total # Attempting Suicide													0	0
98 Total # Successful Suicides													0	0
99 # of Inmates Requiring Chemical Restraint													0	0
100 Total # of SA Group Sessions													0	0
101 Total # Participants in the SA Education Program													0	0
102 Total # Remanded Juveniles in any Substance Abuse Treatment													0	0
103 # of Segregation rounds													0	0
104 # of Segregation rounds													0	0
105 Average # of Inmates in seg for month													0	0
106 # of Medical visits to segregation													0	0
107 # of Seg inmates referred to medical													0	0
108 # of Seg inmates referred to medical													0	0
109 # of Inmates in Custody Restraints Evaluated by Healthcare Staff													0	0
110 # Remanded Juveniles in Custody Restraints Evaluated													0	0
111 # of Inmates Placed in Clinical Restraints													0	0
112 # Remanded Juveniles Placed in Clinical Restraints													0	0
113 # of Inmates Requiring Chemical Restraint													0	0
114 # Remanded Juveniles Requiring Chemical Restraint													0	0
115 # of Admissions													0	0
116 # of Admissions													0	0
117 # Remanded Juvenile Admissions													0	0
118 # of Discharges													0	0
119 Total Infirmiry Days													0	0
120 Average Daily Census													0	0
121 Average Length of Stay in Days													0	0
122 # of TSTs planted													0	0
123 # of TSTs planted													0	0
124 # of Chest xrays													0	0
125 # Suspected TB													0	0
126 # Confirmed Active TB													0	0
127 # Treated for Active TB													0	0
128 # Treated Prophylactically for TB													0	0
129 # Reported to Pima County Health Department													0	0

**ATTACHMENT A1-1 - Effective 02/01/2017
STATISTICAL DATA REPORT FOR HEALTHCARE - PCADC**

Line Item	Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Monthly Average
130	Infections/Disorders - HIV/AIDS														
131	# Tested for HIV/AIDS														0
132	# Tested Positive for HIV														0
133	# With Active AIDS														0
134	# Treated for HIV/AIDS														0
135	Infections/Disorders - Hepatitis														
136	# Hepatitis A cases														0
137	# Hepatitis B cases														0
138	# Hepatitis C cases														0
139	# Treated for Hepatitis														0
140	Infections/Disorders - Chlamydia														
141	# Tested for Chlamydia														0
142	# Tested Positive for Chlamydia														0
143	# Tested for Gonorrhea														0
144	# Tested Positive for Gonorrhea														0
145	# Tested for Syphilis														0
146	# Testing Positive for Syphilis														0
147	Infections/Disorders - MRSA														
148	# Tested for MRSA														0
149	# Tested Positive for MRSA														0
150	Infections/Disorders - TB														
151	# Remanded Juveniles Tested Positive for TB														0
152	# Remanded Juveniles Tested Positive for HIV/AIDS														0
153	# Remanded Juveniles Tested Positive for Hepatitis														0
154	# Remanded Juveniles Tested Positive for STDs														0
155	# Remanded Juveniles Tested Positive for MRSA														0
156	Total # Immunizations Administered														0
157	# of Immunizations by Type:														
158	Hep A														0
159	Hep B														0
160	DTE-TDAP														0
161	Td														0
162	IVP														0
163	MIMIR														0
164	Vaccella														0
165	Meningococcal														0
166	Flu														0
167	Other														0
168	Average Daily Census for Juveniles														0
169	# Physically Disabled (requiring assistive device, i.e., wheelchair, walker, cane)														0
170	# Requiring Orthotic/Prosthetic														0
171	# Frail or Elderly (≥ 70 years of age)														0
172	# Terminally Ill														0
173	# Developmentally Disabled														0
174	# Other (such as deaf, blind, mute) (specify):														0
175															0

ATTACHMENT A1-1 - Effective 02/01/2017
 STATISTICAL DATA REPORT FOR HEALTHCARE - PCADC

Line Item	Description	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Total	Availability
176	Medications													0	-
177	# Remanded Juveniles on prescription medication (unduplicated)													0	-
178	# of Remanded Juveniles on HIV therapy													0	-
179	# of Remanded Juveniles on psychotropic medication													0	-
180	Total # of Remanded Juveniles on HIV and psychotropic medication													0	-
181	Total # Tests Completed On Site													0	-
182	# of Tests Completed by Type:														
183	Labs Drawn by Phlebotomist on Site													0	-
184	Rapid Strep													0	-
185	Fingerstick Blood Glucose													0	-
186	Urine Pregnancy Test													0	-
187	# Testing Positive for Pregnancy													0	-
188	Total # Images X-rayed on Site													0	-
189	Total # Images X-rayed on Site													0	-
190	# of Inmates by Type of X-ray:														
191	Chest													0	-
192	Abdomen (flat Plate)													0	-
193	Extremity													0	-
194	EKG Completed													0	-
195	Emergency Care													0	-
196	# of Mandown Events													0	-
197	# of CPR Events													0	-
198	# of Disaster Drills													0	-
199	# of Deaths													0	-
200	Emergency Transports													0	-
201	Emergency Transports via Ambulance													0	-
202	Urgent Transports (PCSD Van) [excludes scheduled appointments]													0	-
203	# of Remanded Juvenile Emergency & Urgent Transports													0	-
204	Emergency Transports via Ambulance													0	-
205	Cancer Center / Oncology														
206	Cardiology														
207	Colposcopy														
208	CT														
209	Deliveries														
210	Ear, Nose, Throat														
211	Emergency Department														
212	Endocrinology														
213	Gastroenterology														
214	Gynecology														
215	Hemodialysis														
216	Mammogram														
217	MRI														
218	Nuclear medicine														
219	Neurology														
220	Obstetrics														
221	Oral surgery														
222	Ophthalmology+Optometry														

**ATTACHMENT A1-1 - Effective 02/01/2017
STATISTICAL DATA REPORT FOR HEALTHCARE - PCADC**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Monthly Average
223 Orthopedics														0
224 Physical, speech or occupational therapy														0
225 Pulmonary														0
226 Stress Test														0
227 Surgery														0
228 Ultrasound/obstetrics														0
229 Urology														0
230 Total # of Outpatient Visits														0
231 # Outpatient Visits-Remanded Juveniles														0
232 # of Inpatient Admissions														0
233 Total # of Inpatient Admissions														0
234 # Remanded Juvenile Inpatient Admissions														0
235 Total # of Inpatient Days														0
236 Average Length of Stay														0
237 Training														0
238 # of Hours of Training Programs for PCADC Staff														0
239 # of PCADC Staff Attending														0
240 # of Hours of Inservice Programs for Healthcare Staff														0
241 # of Healthcare Staff Attending														0
242 Security Events														0
243 # of Grievances														0
244 # of Security breaches by staff														0
245 # of Post-use-of-force exams														0
246 # of Assaults on health care staff														0
247 # of Medication errors														0
248 Detox														0
249 # of patients on CIWA only														0
250 # of CIWA detox rounds completed														0
251 # of patients on COWS only														0
252 # of COWS detox rounds completed														0
253 # of patients on both CIWA and COWS														0

**ATTACHMENT A1-4 - Effective 02/01/17
REQUIRED REPORTS AND REPORTING SCHEDULE - PCADC**

Report #	Report	Frequency	Contract Reference
1	Invoice for Payment including Usage Report	Monthly	Attachment B-8
2	Daily Staffing Assignment Sheets	Monthly	Exhibit B, Section 2.2.1
3	Timesheet Report detailing employee name, position, worked hours, paid hours and swipe data	Monthly	Exhibit B, Section 2.2.1
4	Staffing Payment Adjustment Report	Monthly	Exhibit B, Section 2.2.1
5	Report of Outlier Medications (if applicable)	Monthly	Exhibit B, Section 2.2.4
6	Statistical Data Report and Addendum	Monthly	Attachment A1-1
7	Diversion Logs - Intake Rejection Logs (includes date, time and reason)	Monthly	Exhibit A, Part I, Section 3.1.1
8	Offsite Healthcare Service Log and Tracking Reports	Monthly	Exhibit A, Part I, Section 10
9	Report of Offsite Lab Services by Type	Monthly	Exhibit A, Part I, Section 7.1
10	Radiology Log	Monthly	Exhibit A, Part I, Section 7.2
11	Inpatient Hospital Services Log (input daily into CITRIX database)	Daily	DIH Policy AC-01
12	Pharmacy Report	Monthly	Attachment A1-3
13	Inventory - equipment and furniture	June 1 and December 1	Attachment B-10

Notes:

- 1) With the exception of the Pharmacy Report, monthly reports are due on the 10th calendar day of the month for services provided in the previous month. The Pharmacy Report should be provided as soon as it is received from the Pharmacy.
- 2) County and Contractor to complete inventory jointly.
- 3) This list is to be used as a check list and is not intended to be an all inclusive reporting list.

**ATTACHMENT A1-6 - Effective 02/01/2017
BUSINESS REQUIREMENTS - PCADC**

Require ment #	Business Requirement	Threshold	Financial Consequences of not meeting Business Requirement
1	Maintain NCCHC accreditation, if the cause for losing accreditation was within CONTRACTOR's control.	100%	\$ 50,000
2	Immediately notify the COUNTY's Chief Correctional Medical Officer and Administrator On-Call of any event detailed in DIH Policy CMD-I-03.	100%	\$ 5,000
3	Notify the COUNTY within 24 hours of any detainee being placed in observation status in a hospital setting, and notify the County within 24 hours of any detainee being admitted as an inpatient in a hospital setting.	100%	The actual claim payment.
4	Notify the COUNTY when a RTC detainee from a County other than Pima County requires offsite medical services ASAP, but in no case more than four hours from scheduling an offsite appointment or, in the case of emergency, four hours from the time of departure from PCADC.	100%	The actual claim payment.
5	Provide to COUNTY referrals for in-patient services and documentation regarding Utilization Management communication upon request by COUNTY.	100%	\$1,000 per occurrence
6	No dismissals of Civil Commitment petitions due to untimely psychiatric evaluations or failure to appear to testify in Court hearings.	90%	\$1,000 per occurrence
7	Assist the County to assess detainee charges for health services per DIH Policy AC-07.	100%	\$100 per occurrence
8	Acknowledge COUNTY notification of Utilization Management deficiency within three business days and present an Action Plan to address deficiency within ten calendar days from receipt of notification from COUNTY.	100%	\$5,000 per deficiency - acknowledgement or Action Plan but not both
9	Implement agreed to Action Plan to address Utilization Management deficiency to COUNTY satisfaction within 30 calendar days.	100%	\$7,500 per occurrence
10	Comply with the Critical Staffing Requirements (see Section 14.3.1 in Exhibit A, Part I)	100%	\$1,000 per occurrence
11	Notify COUNTY immediately of any lapse or expiration of or adverse action taken against any licensure or certification for any health staff member.	100%	\$1,000 per occurrence
12	Send to COUNTY notice of departure of Leadership Positions and weekly updates regarding status of recruitment for vacant or soon-to-be vacant Leadership Positions, pursuant to agreed-upon DIH Policy AC-06.	100%	\$1,000 per occurrence
13	Obtain written approval from PCADC Custody Command and from COUNTY's Chief Correctional Medical Officer prior to hiring any Leadership Position.	100%	\$5,000 per occurrence

**ATTACHMENT B-4 - Effective 02/01/2017
CONTRACTED ONSITE STAFFING COMMITMENT - PCADC**

PCADC Health Care Staffing Plan	Shift Hours	Total Hours Per Day							Total Hrs/Wk	Annual Hours Committed	# FTEs (weekly / 40)		
		Sun	Mon	Tue	Wed	Thu	Fri	Sat					
Main Jail Booking/Intake (24x7)													
RN - Booking	7a-7p	12	12	12	12	12	12	12	12	12	84	4,368	2.10
RN - Booking	7p-7a	12	12	12	12	12	12	12	12	12	84	4,368	2.10
RN - Booking / Float (see note 8)	9a-11p	8	8	8	8	8	8	8	8	8	56	2,912	1.40
EMT - Booking	7a-7p	12	12	12	12	12	12	12	12	12	84	4,368	2.10
EMT - Booking	7p-7a	12	12	12	12	12	12	12	12	12	84	4,368	2.10
Mental Health RN - Mental Health Intake/Float (see note 4)	7a-7p			12							24	1,248	0.60
Mental Health RN - Mental Health Intake/Float (see note 4)	7p-7a			12							24	1,248	0.60
Sub Total, this Functional Area		68	68	80	68	68	68	80	68	68	500	25,000	12.50
Main Jail Medication Administration													
LPN - Medication Pass (see note 6)	6a-7p	40	40	40	40	40	40	40	40	40	280	14,560	7.00
LPN - Medication Pass (see note 6)	12p-12a	40	40	40	40	40	40	40	40	40	280	14,560	7.00
LPN - Detox / Wound Care / Float	5a-4p	8	8	8	8	8	8	8	8	8	56	2,912	1.40
LPN - Detox / Wound Care / Float	2p-1a	8	8	8	8	8	8	8	8	8	56	2,912	1.40
LPN - Detox / Wound Care / Float	10p-9a	8	8	8	8	8	8	8	8	8	56	2,912	1.40
LPN - Detox / Wound Care / Float	Open										14	728	0.35
Pharmacy Tech	7a-4p	8	8	8	8	8	8	8	8	8	56	2,912	1.40
Pharmacy Tech	2p-11p		6	8	6	6	6	6	6	6	32	1,664	0.80
Sub Total, this Functional Area		112	118	120	118	118	118	118	112	112	830	43,160	20.75

PCADC Health Care Staffing Plan											# FTEs (weekly / 40)	
Main Jail Sick Call Requests Triage												
Shift Hours	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hrs/Wk	Annual Hours Committed			
MD (See Note 9)												
Physician's Assistant (PA) or Nurse Practitioner	8	16	16	16	16	16	8	20	1,040		0.50	
RN - Nurse Sick Call	12	12	12	12	12	12	12	84	4,992		2.40	
RN - Nurse Sick Call	12	12	12	12	12	12	12	84	4,368		2.10	
Phlebotomist		5	5	5	5	5		25	1,300		0.625	
Phlebotomist - FLOAT								15	780		0.375	
Nursing Assistant - Clinic/Infirmary	12	12	12	12	12	12	12	84	4,368		2.10	
Nursing Assistant - Float (Infirmary/Clinic/Intake)	12	12	12	12	12	12	12	84	4,368		2.10	
Unit Clerk	5	5	5	5	5	5	5	35	1,820		0.875	
Unit Clerk - FLOAT								21	1,092		0.525	
Unit Clerk		5	5	5				15	780		0.375	
Unit Clerk - FLOAT								9	468		0.225	
Sub Total, this Functional Area	61	79	79	79	74	74	61	572	29,744		14.30	
Main Jail Chronic Care Management/Triage and Treatment												
RN - Chronic Care/Triage Float (man-down-high volume Intake, etc.)	12	12	12	12	12	12	12	84	4,368		2.10	
LPN - Infection Control		5	5	5	5	5		25	1,300		0.625	
LPN - Infection Control - FLOAT								15	780		0.375	
Scheduling Clerk		5	5	5	5	5		25	1,300		0.625	
Scheduling Clerk - FLOAT								15	780		0.375	
Sub Total, this Functional Area	12	22	22	22	22	22	12	164	8,528		4.10	
Main Jail Infirmary Care												
Infirmary RN	12	12	12	12	12	12	12	84	4,368		2.10	
Infirmary RN	12	12	12	12	12	12	12	84	4,368		2.10	
Sub Total, this Functional Area	24	24	24	24	24	24	24	168	8,736		4.20	

PCADC Health Care Staffing Plan											Annual Hours Committed	# FTEs (weekly / 40)
Shift Hours	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hrs/Wk				
Main Jail and Mission Facility Mental Health Services--General Population												
Psychiatrist - FLOAT								40	2,080		1.00	
Mid-Level Psychiatric Provider / Psychiatry Resident (see note 7)	10	12	12	12	12	12	10	80	4,160		2.00	
Psychologist - FLOAT								40	2,080		1.00	
Mental Health Coordinator								40	2,080		1.00	
Mental Health Professional (Acute/Subacute)	12	12	12	12	12	12	12	84	4,368		2.10	
Mental Health Professional (Acute/Subacute/Intake)	12	12	12	12	12	12	12	84	4,368		2.10	
Mental Health Professional (General/Crisis)	12	12	12	12	12	12	2	74	3,848		1.85	
Mental Health Professional - Ad Seg Rounds		10	10	10	10	10	10	60	3,120		1.50	
Substance Abuse Counselor		5	5	5	5	5		25	1,300		0.625	
Substance Abuse Counselor - FLOAT								15	780		0.375	
Substance Abuse Counselor			5	5	5	5	5	25	1,300		0.625	
Substance Abuse Counselor - FLOAT								15	780		0.375	
Mental Health RN - Acute (Inpatient) 1S		8	8	8	8	8	8	40	2,080		1.00	
MH Database Clerk		8	8	8	8	8	8	40	2,080		1.00	
Sub Total, this Functional Area	46	79	84	84	84	84	51	662	34,424		16.55	
Main Jail Mental Health Services--RTC Coordination and Tracking, Title 36 Psych Evaluations and Court Ordered Treatment, Rule 11 (see Note 3 and 4)												
Forensic Psychiatrist (see note 5)								16	832		0.40	
Mental Health RN - Court Compliance		8	8	8	8	8	8	40	2,080		1.00	
Mental Health RN - Community Liaison/Discharge		8	8	8	8	8	8	40	2,080		1.00	
Administrative Assistant		5	5	5	5	5		25	1,300		0.625	
Administrative Assistant - FLOAT								15	780		0.375	
Sub Total, this Functional Area	-	21	21	21	21	21	-	136	7,072		3.40	
Mission Facility Medication Administration/ Triage Sick Call Requests/ Sick Call/ Treatments												
RN		8	8	8	8	8	8	40	2,080		1.00	
Sub Total, this Functional Area	-	8	8	8	8	8	8	40	2,080		1.00	

PCADC Health Care Staffing Plan											Annual Hours Committed	# FTES (weekly / 40)
Shift Hours	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hrs/Wk				
Dental Services												
Dentist		5	5	5	5	5		25	1,300	0.63		
Dentist - FLOAT								15	780	0.38		
Dental Assistant		5	5	5	5	5		25	1,300	0.63		
Dental Assistant - FLOAT								15	780	0.38		
Sub Total, this Functional Area		10	10	10	10	10	-	80	4,160	2.00		
Imaging Services												
Imaging Tech		8	8	8	8	8		40	2,080	1.00		
Sub Total, this Functional Area		8	8	8	8	8	-	40	2,080	1.00		
Total Direct Patient Care Staff	323	437	456	442	437	449	328	3,192	165,984	79.80		
Leadership Personnel												
Health Services Administrator		5	5	5	5	5		25	1,300	0.625		
Health Services Administrator - FLOAT								15	780	0.375		
Director of Nursing		5	5	5	5	5		25	1,300	0.625		
Director of Nursing - FLOAT								15	780	0.375		
Medical Director (see note 3)		5	5	5	5	5		25	1,300	0.625		
Medical Director - FLOAT								15	780	0.375		
Director of Behavioral Health Services		5	5	5	5	5		25	1,300	0.625		
Director of Behavioral Health Services - FLOAT								15	780	0.375		
Chief Psychiatrist - FLOAT								40	2,080	1.00		
Psychologist - FLOAT								-	-	-		
Mental Health Coordinator - FLOAT								-	-	-		
Director of Quality Assurance		5	5	5	5	5		25	1,300	0.625		
Director of Quality Assurance - FLOAT								15	780	0.375		
Case Manager-RN (UM/UR) - FLOAT								40	2,080	1.00		
Sub Total, this Functional Area		25	25	25	25	25	-	280	14,560	7.00		

PCADC Health Care Staffing Plan											
Shift Hours	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hrs/Wk	Annual Hours Committed	# FTEs (weekly / 40)	
Medical Records Management and Support Staff											
Medical Records Clerk	8	16	16	16	16	16	8	96	4,992	2.40	
Medical Records Clerk		8	8	8	8	8		40	2,080	1.00	
Administrative Assistant		5	5	5	5	5		25	1,300	0.63	
Administrative Assistant - FLOAT								15	780	0.38	
Clerk - Data Analyst		5	5	5	5	5		25	1,300	0.63	
Clerk - Data Analyst - FLOAT								15	780	0.38	
Sub Total, this Functional Area	8	34	34	34	34	34	8	216	11,232	5.40	
Total Leadership and Support	8	59	59	59	59	59	8	496	25,792	12.40	
GRAND TOTAL	315	480	499	485	480	492	320	3,542	184,184	92.20	

Notes:

1. Float hours and weekly schedules will be accomplished within the work week beginning 12:01 AM Sunday through 11:59 PM the following Saturday.
2. The population / location designations for staff are intended to be guides. With the exception of positions filling Critical Staffing Requirements, staff based in one area may be floated to other areas to meet demand. However, the assigned area takes priority. CONTRACTOR will record and report such staff hours in the functional area to which the staff person was assigned.
3. Medical Director float position will work a minimum of 6 hours and a maximum of 10 hours per day, Monday through Friday.
4. The Mental Health RN listed under Booking will provide services throughout PCADC and assist with covering the intake area when intake volume is high.
5. Psychiatrist hours for the RTC program are based on the maximum number of hours in sliding scale specified in 9.6 of Exhibit A, Part 1, but will be delivered as specified in the sliding scale, depending on the census. The cost for this Psychiatrist is calculated at the maximum of 16 hours to reflect a total Cost Proposal "not to exceed" amount. Self Hearings are not included here.
6. Med pass LPNs from Adult come to Mission to do the med pass as required, 7 days per week.
7. Psychiatry residents may fill hours required from mid-level psychiatric providers on an hour per hour basis.
8. This position was added with Amendment #5 with the understanding that it will not be filled with agency staff.
9. This position was added with Amendment #5.

