

Questions and Answers  
Relief Workers Staffing for Disaster Medical Operations  
CENTER FOR COMMUNITY PREPAREDNESS  
OFFICE OF PUBLIC HEALTH  
DEPARTMENT OF HEALTH AND HOSPITALS

**RFP # 305PUR-DHHRFP-STAFFCCP2012-OPH**

**Proposal Due Date/Time: May 11, 2012**

**4:00 P. M. CDT**

**Please see the below questions in regards to the above mentioned RFP.**

Q. Regarding Levels of Care, can Nurse Practitioners supplant physicians? Are “one level up” practices acceptable along the chain of staff as depicted in the RFP?

**A. Generally, nurse practitioners do not supplant physicians. Louisiana Administrative Code 4513 defines collaboration as a process in which an APRN has a relationship with one or more physicians or dentists to deliver health care services. The nurse practitioner collaborates with the physician to deal with issues outside their scope of practice. The physician and the nurse practitioner must work within Louisiana’s scope of practice when providing health care during an emergency/event.**

Q. Does LA mix medical needs with functional needs shelter patients?

**A. Generally no, general population shelters modified plans to address individuals with functional needs. However, if an individual meets the admission eligibility criteria requiring medical needs and has functional needs, then yes there will be a mixture of individuals who have medical needs and functional needs in a special needs shelter. .**

Q. Is there a SOP/SOG for medical sheltering that includes treatment protocols, standing orders, etc?

**A. Yes, the Medical Special Needs Shelter: A Framework for the State of Louisiana provides overarching guidelines and protocols for the State support of Louisiana Medical Special Needs Shelter (MSNS) operations. The Nursing Shelter Protocol Manual and the Medical Special Needs Shelter Study Guide will provide guidance for health care delivery within the shelter. The Medical Operations Deployment Manual outlines the activation, operational structure, and deactivation of the deployment teams working in medical operations within Louisiana.**

Q. Are there any Job Action Sheets completed for any of the staffing positions?

**A. Yes, Job Action Sheets are available for the various medical operations within Louisiana.**

Q. Are all shelters fully equipped with medical supplies to support the shelter at 100% patient (bed/cot) capacity?

**A. Yes, shelters are equipped with wrap around services for initial opening. Additional medical supplies can be requested throughout the event from the Logistics section at the local and state level.**

Q. What if any altered standards of care are available?

**A. Based on evidenced best practices, the Department of Health and Human Services recommends during times of scarce of resources, the obligation of duty to care for all patients must be balanced by the duty of care for each individual patient. The health care professional should practice doing the greatest good for the greatest number with least amount of harm during public health threats, emergencies, and disasters. DHH has no formal written policy at this time, however the agency will follow recommended federal policies.**

Q. As in a hospital setting, are the patients and staff to be separated according to CMS levels of care or all treated together?

**A. Patients are admitted to the Medical Special Needs Shelter based on levels of admission criteria. No, patients and staff are not separated according to CMS levels of care, they are treated together. CMS levels are not a determinant or factor for admission.**

Q. RFP allows only one staffing liaison and only if multiple teams are granted. This would be insufficient. Will a second liaison position per day shift team be acceptable?

**A. The RFP requires one (1) Staffing Liaison to be available for all teams. However, a member of the staffing team may assist as the second liaison.**

Q. The contractor is required to provide credentialing for all staff augmentation. LA is not a compact state. What processes are in place to allow contractor to pre-credential medical licensed professionals outside the State of Louisiana?

**A. We have a relationship with our boards to facilitate and aid in this process. During an event, we are able to verify licensure as needed. Pre-credentialing during a non-emergency event is handled by the individual routine board process.**

Q. Are there any provisions of the state statutes regarding policy for charter flights for teams?

**A. State travel rules address charter flight policies. For more information, visit [www.doa.louisiana.gov/osp/travel](http://www.doa.louisiana.gov/osp/travel) for the most current information regarding reimbursement mileage and requirements for chartered flights.**

Q. What is the rule for immediate air travel versus planned air travel? Does the state understand those flight costs for immediate travel will be far higher than normal commercial rates?

**A. For more information, visit [www.doa.louisiana.gov/osp/travel](http://www.doa.louisiana.gov/osp/travel). Travel related expenses will be reimbursed in accordance with the State Travel Regulations.**

Q. Please explain the level of training expected of all teams prior to an event requiring activation of a shelter operation?

**A. The RFP requires that contractor's staff Medical personnel shall each have at a minimum one year of medical experience in any of the following areas: Acute Care, Critical Care, Emergency Room, Medical Surgical, Behavioral Health, Chronic Disease Management, Wound and Ostomy Care, Geriatrics, or Pediatrics. Nonmedical personnel preferred/required qualifications shall include proficiency in computer, writing, filing, and communication skills with a minimum of one year of experience.**

**Medical staff shall have been trained and must be current in American Heart Association Basic Cardiac Life Support prior to working in a medical operation pursuant to this contract. It is recommended that medical staff be trained in Advanced Life Support and nonmedical staff in Basic Cardiac Life Support prior to providing services under this contract.**

**Each contractor staff member shall be trained in National Incident Management System – Incident Command System IS 100.b (ICS-100) and ICS for Single Resources and Initial Action Incidents IS 200.b (ICS-200) - offered free of charge and online at the Federal Emergency Management Agency (FEMA) website. Optional trainings shall include National Incident Management System (NIMS), An Introduction IS 700.a (ICS-700) and National Response Framework, An Introduction IS 800.b (ICS-800).**