
**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: First Amendment to RFP-600134-07/TLR - Medical Director Services

DEPARTMENT: Administrative Services

DIVISION: Purchasing and Contracts

AUTHORIZED BY: Frank Raymond

CONTACT: Tammy Roberts

EXT: 7115

MOTION/RECOMMENDATION:

Approve First Amendment to RFP-600134-07/TLR - Medical Director Services with Todd M. Husty, D.O., P.A.

County-wide

Ray Hooper

BACKGROUND:

RFP-600134-07/TLR provides for a Seminole County Medical Director who is duly licensed to practice as a medical or osteopathic physician in the State of Florida; board certified in Emergency Medicine by the American Board of Emergency Medicine and possess a thorough understanding of pre-hospital care. The Medical Director must also possess a current registration as a Medical Director with the U.S. Department of Justice and DEA; comply with all requirements of the Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 Medical Director, Florida Administrative Code; and provide all other duties as described in the detailed scope of services.

This First Amendment to RFP-600134-07/TLR will incorporate the negotiated reduction of fee and reductions to the Scope of Services to accommodate the current economic climate without compromising the Florida Statute mandates for Medical Director, with a savings of \$96,252.00 per two (2) year term, beginning July 1, 2009 through June 30, 2011. The current monthly fee will be reduced from \$20,052.50 to \$16,042.00.

The term of this contract has been amended to June 30, 2011, with two (2) one-year extension periods.

Supporting documents include Amendment #1 as prepared by the County Attorney's Office, with the revised Scope of Services.

STAFF RECOMMENDATION:

Staff recommends that the Board to Approve the First Amendment to RFP-600134-07/TLR - Medical Director Services with Todd M. Husty, D.O., P.A.

ATTACHMENTS:

1. 1st Amendment

Additionally Reviewed By:

County Attorney Review (Ann Colby)

**FIRST AMENDMENT TO MEDICAL DIRECTOR SERVICES AGREEMENT
(RFP-600134-07/TLR)**

THIS FIRST AMENDMENT is made and entered into this _____ day of _____, 20__ and is to that certain Agreement made and entered into on the 6th day of July, 2007, between **TODD M. HUSTY, D.O., P.A.**, whose address is 3040 S. Tuskawilla Road, Oviedo, Florida 32765, hereinafter referred to as "MEDICAL DIRECTOR", and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter referred to as "COUNTY".

W I T N E S S E T H:

WHEREAS, MEDICAL DIRECTOR and COUNTY entered into the above referenced Agreement on July 6, 2007, for Medical Director services for the Seminole County EMS system; and

WHEREAS, the parties desire to amend the Agreement so as to enable both parties to continue to enjoy the mutual benefits it provides; and

WHEREAS, Section 10 of the Agreement provides that any amendments shall be valid only when expressed in writing and duly signed by the parties,

NOW, THEREFORE, in consideration of the mutual understandings and agreements contained herein, the parties agree to amend the Agreement as follows:

1. Section 1 of the Agreement is hereby amended to read:

Section 1. Term. This Agreement shall become effective on July 1, 2009, and shall run through June 30, 2011, and shall be renewable thereafter at the option of the COUNTY for two (2) additional one (1) year extension periods.

2. Section 5 of the Agreement is hereby amended to read:

Section 5. Compensation.

(a) Payment for services provided shall be at the rate of SIXTEEN THOUSAND FORTY-TWO AND NO/100 DOLLARS (\$16,042.00) per month, not to exceed THREE HUNDRED EIGHTY-FIVE THOUSAND EIGHT AND NO/100 DOLLARS (\$385,008.00) for the term of the Agreement beginning July 1, 2009 and ending June 30, 2011.

(b) Invoices must be reviewed by COUNTY on or before the tenth (10th) calendar day of each month. COUNTY's Emergency Medical Services Division Manager shall verify the information submitted and submit verified documents to the Director of Public Safety, who will then process the invoice for payment by the County Finance Office.

3. Exhibit "A" of the Agreement is deleted and is replaced by the new Exhibit "A", attached hereto.

4. Except as herein modified  all terms and conditions of the Agreement shall remain in full force and effect for the term of the Agreement, as originally set forth in said Agreement.

5. This Amendment shall become effective as of July 1, 2009.

IN WITNESS WHEREOF, the parties hereto have executed this instrument for the purpose herein expressed.

TODD M. HUSTY, D.O., P.A.

Witness

Print Name

By: _____
TODD M. HUSTY

Date: _____

Witness

Print Name

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of
Seminole County, Florida.

By: _____
BOB DALLARI, Chairman

Date: _____

For the use and reliance
of Seminole County only.

As authorized for execution
by the Board of County Commissioners
at their _____, 20____
regular meeting.

Approved as to form and
legal sufficiency.

County Attorney
AEC/sjs
4/13/09 4/21/09
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Attachment:
Exhibit "A" - Scope of Services



1st Amendment

EXHIBIT A SCOPE OF SERVICES

I. MANDATORY REQUIREMENTS:

(a) The Medical Director shall be responsible to the Director of the Department of Public Safety. In regard to operational aspects of the EMS System, the Medical Director shall be responsible to the Fire Chiefs of Seminole County.

(b) Requirements of the Medical Director, Medical Director shall:

- be duly licensed to practice as a medical or osteopathic physician in the state of Florida;
- possess a thorough understanding of pre-hospital care, and board certification in emergency medicine by the American Board of Emergency Medicine;
- comply with all requirements of Florida Statutes, Chapter 401, Chapter 64E-2.004 Medical Direction, Florida Administrative Code (F.A.C.);
- be available twenty-four (24) hours a day, seven (7) days a week for emergency consultations from system EMS Providers. The Medical Director shall be furnished with a portable 800 MHz radio by the Department of Public Safety to carry on his person at all times and be available to contact the County Communications Center immediately upon being paged. In the event the Medical Director may be unavailable, he shall appoint a similarly qualified physician or Physician Assistant (PA) to cover for him;
- possess proof of current registration as a medical director with the U.S. Department of Justice and DEA. DEA registration shall include each address at which controlled substances are stored, in accordance with Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 (D); copies of MD license, and registrations must be provided to each agency;
- work a minimum of 14-18 office/field hours per week for QI activities, meetings, testing, protocol development/revision, field observation and system monitoring;
- submit any contemplated changes in the manner in which pre-hospital care is provided to the Fire Chiefs of Seminole County for approval prior to implementation;
- provide quarterly Performance Compliance Reports to the Director of Public Safety and the Fire Chiefs Executive Committee;
- provide monthly activity reports to the Director of Public Safety and Fire Chief's Executive Committee, detailing activities relating to SCEMS;
- attend monthly meetings of the EMS Quality Council, EMS Group of Seminole County and other meetings, as requested, or when deemed in the best interest of the Seminole County EMS System, or when otherwise requested by the Fire Chiefs Executive Group;
- provide medical oversight for Community AED Program; including County, Municipal and law enforcement participants;

(c) Activities of the Medical Director, Medical Director shall:

- assume direct responsibility for the clinical activities of all the Paramedics and Emergency Medical Technicians performing in the Seminole County EMS (SCEMS) System;
- discharge all duties in accordance with Florida Statutes, Chapter 401.265, and Chapter 64E-2.004(4A), Florida Administrative Code;

- be actively involved in the Florida Association of EMS Medical Directors and attend at least two (2) meetings of the association per year;
- present a minimal of four (4) Medical Director updates per year to EMS personnel operating under his/her direction;
- provide consultation regarding EMS issues to the fire chiefs, supervisors, and field personnel, as requested. Consultations, non-emergent in nature, should be during normal business hours, i.e., Monday through Friday 08:00 – 17:00;
- provide medical direction on a continuous twenty-four (24) hours per day, seven (7) days per week basis and “on-line” medical direction to personnel, when requested;
- assist in resolution of problems involving the delivery of pre-hospital care, and other services in accordance with Florida Statutes, Chapter 401, Rules and Regulations 654E-2.004 (4B);
- when requested by Management, evaluate, monitor and provide conflict resolution for Hospital Emergency Room diversions and delays;
- co-chair the EMS Quality Council and facilitate discussions with physician specialists, surgeons, pulmonary specialists, trauma physicians, nurses and other medical specialists to provide input in the continued enhancement of the SCEMS System.

II. PROTOCOLS

(a) The Medical Director shall:

- develop and revise the prehospital practice parameters as needed for the SCEMS System or at a minimum; every two (2) years. All revisions and additions shall be approved by the Fire Chiefs Executive Committee prior to implementation. The parameters shall be developed with consideration to fiscal impact on the participating agencies and the citizens of Seminole County and current budgeting practices;
- ensure that all EMTs and Paramedics are trained in the use of the trauma scorecard methodologies, as provided in Chapter 64E-2.017, F.A.C., for adult trauma patients and 64E-2.0175, F.A.C. for pediatric trauma patients;
- develop and revise, when necessary, Trauma Transport Protocols (TTP) for submission to the State EMS Bureau for approval.

III. CONTINUOUS QUALITY IMPROVEMENT

(a) The Medical Director shall:

- in conjunction with Management, develop and implement an EMS System Quality Improvement Program in accordance with Florida Statutes, Chapter 401.445, Rules and Regulations 64E-2.004 (4C);
- establish internal and external benchmarks of key performance measures, as they pertain to patient outcomes;
- in conjunction with Management, review SCEMS Patient Care Reports on a monthly basis, review all deviations from SCEMS Practice Parameters and initiate or recommend corrective action in accordance with Florida Statutes, Chapter 401.445, Rules and Regulations 64E-2.004 (4C);
- During an investigation, the Medical Director shall meet with the involved personnel and the Fire Chief/designee of the respective agency. Upon completion of the investigation, the Medical Director must submit a final recommendation on corrective or disciplinary

action to the respective agency within 30 days; unless extenuating circumstances can be documented.

- in conjunction with the Management, periodically communicate with the hospital emergency departments to exchange information and review the quality of care provided by the EMS System;

IV. CONTINUING EDUCATION/EDUCATION

(a) The Medical Director shall be responsible for ensuring the quality of the Continuing Medical Education (CME) training provided to the EMS system by:

- reviewing and approving all curriculum and courses for continuing education units (CEUs) prior to EMS personnel being trained;
- actively participating in the development of EMS training programs by identifying educational topics, presenting lectures and providing other educational opportunities for the enhancement of the EMS System;
- assisting in developing procedures to evaluate the clinical impact and effectiveness of the entire CME program;
- evaluating the educational effectiveness of instruction, courses and programs;
- participating in ACLS refresher classes;
- completing a minimum of ten (10) hours a year of continuing medical education related to pre-hospital care or teaching or a combination of both in accordance with Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 (4M);
- monitoring and auditing at least one (1) class session of every CME course held;

V. CERTIFICATION OF EMS PERSONNEL

- The Medical Director shall be responsible for establishing and periodically updating the minimum personnel standards and certification requirements for all SCEMS personnel. Such standards shall include the requirements for initial training, continuing medical education, state and national certifications, clinical orientation requirements, standards for professional conduct and testing requirements for EMS personnel to attain and maintain County certification necessary to operate in the SCEMS system.
- The Medical Director shall establish procedures for issuance, renewal, suspension, and revocation of certifications for SCEMS personnel in concert with the agency administrator. The procedures shall contain due process provisions and all such provisions shall be approved, in advance, by the Fire Chiefs of Seminole County.

VI. FIELD ACTIVITY AND SYSTEM MONITORING

(a) The Medical Director shall perform and document in the quarterly report to the Fire Chiefs evidence of the following required activities:

- Periodically provide field observation of EMS personnel performing patient care at a minimum of eight (8) incidents per month. All activity shall become a part of the Medical Director's quarterly status report.
- Visit and interact with SCEMS personnel, hospital emergency department staff, and other public safety personnel for QI/education activities and document at least three (3) visits to stations or a hospital emergency room each month; and

- participate as a crewmember on an EMS vehicle operating in the SCEMS System a minimum of ten (10) hours per year, in accordance with Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 (4M).

VII. MEDICAL EQUIPMENT AND SUPPLIES

- (a) Comprehensive Review – Medical Director shall conduct an on-going and comprehensive review of all EMS medical equipment, medications and medical supplies, as may be necessary to ensure reliable service delivery in the SCEMS System and excellence in patient care.
- (b) The Medical Director shall insure and certify that security procedures of the EMS Providers for medications, fluids and controlled substances are in accordance with Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 (4E).

VIII. DISASTER ASSISTANCE AND PLANNING

- (a) The Medical Director shall be available for consultation and/or response during a disaster situation emanating in Seminole County.
- (b) The Medical Director shall be available for emergency consultation during a multiple casualty incident.
- (c) The Medical Director shall function as a Liaison between field EMS operations, hospitals and Public Health Agencies during disaster situations.
- (d) The Medical Director may be called upon to provide specific information to assist in the mitigation of the EMS aspects during a disaster situation.

IX. STATE INVOLVEMENT

- (a) The Medical Director shall demonstrate active participation in the State EMS Medical Director's Association or a statewide physician's group involved in pre-hospital care, in accordance with Florida Statutes, Chapter 401, Rules and Regulations 64E-2.004 (3D).

X. INFECTION CONTROL

- (a) The Medical Director shall consult with Infectious Disease Specialists, develop and revise Infection Control policies for the EMS System as needed to assure compliance with federal and state requirements.
- (b) The Medical Director shall be available for consultation from field personnel, in accordance with the Ryan White Act, to determine the significance of any body fluid exposure and suggest appropriate action for such an exposure in accordance with that agency's existing Worker's Compensation policies and procedures.