



August 30, 2011

Department of Administration
Purchasing Division
2019 Washington St. East
Charleston, WV 25305-0130

Re: RFQ# MMB10059

LocumTenens.com is pleased to submit the attached quotation to provide Locum Tenens Licensed Psychiatrists for the State of West Virginia, Mildred Mitchell-Bateman. We are confident of our ability to perform all the requirements of an ensuing contract in an exceptional manner.

Bidder Information: LocumTenens.com, LLC
2655 Northwinds Parkway
Alpharetta, GA 30009
Tax Id Number: 58-2534465

Bidder Contacts: Contact for Negotiations or Clarification
Jennifer Newton
Account Executive—Psychiatry Division
Direct: 770-643-5684
Fax: 678-352-4380
Email: jnewton@locumtenens.com

Authorized to Contractually Obligate LocumTenens.com
Kevin Thill
Vice President—Psychiatry Division
Direct: 770-643-55728
Email: thill@locumtenens.com

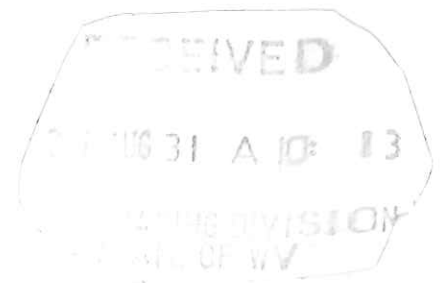
We appreciate this opportunity and understand that this submission is an acceptance to the conditions and requirements contained in this RFQ.

LocumTenens.com acknowledges the receipt of all additions to this RFQ.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Thill", is written over the word "Sincerely,".

Kevin Thill
Vice President—Psychiatry Division



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Information about LocumTenens.com

LocumTenens.com specializes in the recruitment and placement of Anesthesiologists, Certified Registered Nurse Anesthetists, Psychiatrists, Radiologists, Family Practice Physicians and Surgeons. We serve both medical professionals looking for employment opportunities and healthcare organizations looking to solve employment shortages.

LocumTenens.com intends to supply physicians to provide Psychiatric Services to the State of West Virginia's Department of Health Facilities, on an "as required" basis. We are prepared to offer these services for the term of the contract and any subsequent renewal option years, as necessary. All physicians will meet the licensing requirements set forth in the RFQ and future contract and will be qualified to perform all tasks, as assigned. During the contract term State of West Virginia facilities will have a designated recruiter and client coordinator available that will help guide the County through the recruitment and credentialing process.

LocumTenens.com was established in 1995 and has successfully staffed medical professionals in thousands of locations. Assigned to this task is a full-time recruitment and retention team, which is under the direct supervision and control of our recruitment managers. Our team of professionals is dedicated to being the best in the business of locum tenens staffing and, given the opportunity, will prove why we are better than the competition. Our past performance is a testimony to our service.

LocumTenens.com currently has over 300 licensed Psychiatrists in the state of West Virginia with new licensees added regularly. Due to this extensive pool of Providers and our experience in the physician staffing industry we are confident that the State of West Virginia facilities will benefit from our services.

Mandatory Requirements

Providers are independent contractors of LocumTenens.com and/or any one of its affiliates (including LT Medical, LLC). Providers are not employees or agents of LocumTenens.com. Because Providers are independent contractors, neither LocumTenens.com, nor you, will be responsible for incurring employee social security payments, workers' compensation insurance, unemployment insurance or health insurance. All medical, healthcare, or clinical decisions or actions shall be solely those of the Provider.

LocumTenens.com is committed to customer satisfaction. Our risk management team will periodically review the performance of Providers while on assignment. You agree to assist LocumTenens.com in this process by providing us with meaningful feedback by (1) including locum tenens Providers placed through us in the ongoing quality assurance/risk management programs of your facility, (2) providing necessary materials and reports on the performance of Providers to LocumTenens.com's customer service/risk management team, medical director and legal counsel, and (3) advising us within 48 hours of your notification of any incident or claim involving a Provider placed through LocumTenens.com so that we may assist in its resolution.

LocumTenens.com will recognize the holidays mentioned by the State including, New Year's Day, Memorial Day, Independence Day, Labor Day, Day before Thanksgiving, Thanksgiving Day, Christmas Day, and New Year's Eve.

Minimum Qualifications

LocumTenens.com adheres to the highest level of standards and code of ethics, which is one of the main reasons why we employ a separate CVO that verifies the credentials of Providers. Each Provider that works through LocumTenens.com has to sign a contract that clearly outlines the standards of practice and performance for each assignment. LocumTenens.com does not outline any clinical practices or review such practices, as we are not licensed medical professionals. The state locations may conduct their own performance evaluations and supply specific standards of practice to any Provider assigned to work in the facility.

LocumTenens.com will secure permission from interested Providers to submit their Curriculum Vitae for review. Prior to working with LocumTenens.com Providers must complete an in-house credentialing application. Once completed, the clinical credentials of every health care provider are processed, reviewed for quality assurance and approved prior to each assignment. The credentialing processes of LocumTenens.com include primary source verification of credentials in accordance with the standards of the National Committee for Quality Assurance (NCQA) and the Joint Commission. Credentials for all providers are processed through our NCQA-certified Credentials Verification Organization (CVO)-Jackson CVO.

The following elements are verified via primary source:

- Current licensure to include ensuring license(s) is in good standing and lack of disciplinary history for the following states:
- DEA Certification
- Health and Human Services/Office of Inspector General search for Medicare/Medicaid sanctions

- National Practitioner Data Bank (NPDB) query
- Federation of State Medical Boards query
- Education and training, to include:
 - Medical School
 - Internship
 - Residency
 - Fellowship

In addition, a thorough review of the following elements is also completed:

- Detailed review of work history
- Review of clinical skills and current competency (via self-assessment skills checklists, CME, etc)
- Professional peer references
- Professional liability claims history

Criminal background checks and drug screens are also available per client request.

Malpractice Insurance:

LocumTenens.com will provide medical malpractice insurance to all physicians placed through LocumTenens.com. This is an occurrence based policy that has limits with \$1 million per occurrence and \$3 million aggregate. These limits may be adjusted as the State of West Virginia deems necessary. All certificates of insurance will be submitted with an accepted candidates credentials.

Special Terms and Conditions:

Insurance Requirements: Please see attachments.

LocumTenens.com does not employ any medical providers; they are independent contractors through LocumTenens.com. Therefore, LocumTenens.com nor the State of West Virginia will be liable for the acts or omissions of any locum tenens providers or agents.

Life of Contract:

LocumTenens.com agrees to the life of the contract with optional renewals.

Invoices and Payments:

LocumTenens.com will submit monthly invoices, in arrears, to the Accounts Payable office at each facility for all services provided pursuant to the terms to the contract. The company will also accept the State's purchasing cards for payments as necessary.

Fees:

LocumTenens.com currently works with over 300 psychiatrists licensed in the state of West Virginia, with new providers added regularly. LocumTenens.com will use its best efforts to supply physicians to provide Psychiatric Services to the state facilities, on an “as required” basis within the following rate structure:

Specialty	Maximum Daily Rate	Overtime Rate Per Hour	On-Call Rate Per Night	On-Call Rate Per Weekend
Year 1: Psychiatry	\$1320	\$195	\$195	\$636
Year 2: Psychiatry	\$1386	\$195	\$195	\$657
Year 3: Psychiatry	\$1450	\$195	\$195	\$689
Permanent Placement	\$28,000			

* Please note these prices include transportation, lodging, per diems, and Contractor’s overhead and profit. In addition, to minimize costs of transportation and lodging we only allow for a mid-size rental car at corporate rates and the equivalent of a Holiday Inn for lodging.

**Prices also include not more than a 5% increase per year renewal.

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
BUREAU FOR BEHAVIORAL HEALTH AND HEALTH FACILITIES
OFFICE OF HEALTH FACILITIES
BHS12045
"Locum" Psychiatrist Physician(s) Services

Cost Bid Sheet - year one (1)

Estimated
Annual

<u>Usage:</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Total Cost</u>
2080 hrs.	Psychiatric Physician Coverage & Rates: Full time, Hourly Rate = \$ <u>165</u>	\$ <u>343200</u>	All inclusive
365 days	Psychiatric Physician Coverage & Rates: (8 hrs x hourly rate)	Daily Rate = \$ <u>1320</u>	\$ _____ Per one 8 hour Day.
520 hrs	Psychiatric Physician Coverage & Rates: Overtime Rate = \$ <u>195</u>	\$ <u>101,400</u>	Hourly rate
	Grand Total:	\$ <u>444,600</u>	
Permanent Placement Fee:		= \$ <u>28,000</u>	One time fee

*Permanent Placement fee will not be used to determine the lowest responsible bidder.

**Hourly wages are guaranteed minimum 40 hour work week, and includes all payroll taxes and worker's compensation insurance expenses.

LocumTenens.com
Company Name

[Signature]
Signature

8/30/11
Date

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
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OFFICE OF HEALTH FACILITIES
BHS12045

"Locum" Psychiatric Physician(s) Services

Cost Bid Sheet year two (2)

Estimated
Annual

<u>Usage:</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Total Cost</u>
2080 hrs.	Psychiatric Physician Coverage & Rates: Full time, Hourly Rate	= \$ <u>173.25</u>	\$ <u>360,360</u> All inclusive
365 days	Psychiatric Physician Coverage & Rates: (8 hrs x hourly rate)	Daily Rate: = \$ <u>1386</u>	\$ _____ Per one 8 hour Day.
520 hrs	Psychiatric Physician Coverage & Rates: Overtime Rate =	\$ <u>195</u>	\$ <u>101,400</u> Hourly rate
Grand Total:			\$ <u>461,760</u>
Permanent Placement Fee:		=	\$ <u>28,000</u> One time fee

*Permanent Placement fee will not be used to determine the lowest responsible bidder.

**Hourly wages are guaranteed minimum 40 hour work week, and includes all payroll taxes and worker's compensation insurance expenses.

Locum Tenens.com
Company Name

[Signature]
Signature

8/30/11
Date

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"Locum" Psychiatrist Physician(s) Services

Cost Bid Sheet year three - (3)

Estimated
Annual

<u>Usage:</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Total Cost</u>
2080 hrs.	Psychiatric Physician Coverage & Rates: Full time, Hourly Rate	= \$ <u>181.25</u>	\$ <u>377,000</u> All inclusive
365 days	Psychiatric Physician Coverage & Rates: (8 hrs x hourly rate)	Daily Rate: = \$ <u>1450</u>	\$ _____ Per one 8 hour Day.
520 hrs	Psychiatric Physician Coverage & Rates: Overtime Rate	= \$ <u>195</u>	\$ <u>101,400</u> Hourly rate
	Grand Total:		\$ <u>478,400</u>
Permanent Placement Fee:		= \$ <u>28,000</u>	One time fee

**Permanent Placement fee will not be used to determine the lowest responsible bidder.*

***Hourly wages are guaranteed minimum 40 hour work week, and includes all payroll taxes and worker's compensation insurance expenses.*

Locum Tenens.com
Company Name


Signature

8/30/11
Date

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
BUREAU FOR BEHAVIORAL HEALTH AND HEALTH FACILITIES
OFFICE OF HEALTH FACILITIES
BHS12045
"Locum" Psychiatric Physician(s) Services

Cost Bid Sheet - Total for 3 years

Estimated
Annual

Usage:	Description	Unit Cost	Total Cost
2080 hrs.	Psychiatric Physician Coverage & Rates: Full time, Hourly Rate = \$ _____	\$ _____	All inclusive
365 days	Psychiatric Physician Coverage & Rates: (8 hrs x hourly rate) Dally Rate: = \$ _____	\$ _____	Per one 8 hour Day.
520 hrs	Psychiatric Physician Coverage & Rates: Overtime Rate = \$ _____	\$ _____	Hourly rate
Grand Total:			\$ 1,384,760
Permanent Placement Fee:		= \$ 28,000	One time fee

Varies by year

*Permanent Placement fee will not be used to determine the lowest responsible bidder.

**Hourly wages are guaranteed minimum 40 hour work week, and includes all payroll taxes and worker's compensation insurance expenses.

LocumTenens.com
Company Name

R. Hill
Signature

8/30/11
Date