



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 2

[List View](#)

General Information

[Contact](#)[Default Values](#)[Discount](#)[Document Information](#)[Clarification Request](#)

Procurement Folder: 1397508

Procurement Type: Central Master Agreement

Vendor ID: VS0000037603 

Legal Name: Adelphi Medical Staffing, LLC

Alias/DBA:

Total Bid: \$0.00

Response Date: 04/04/2024 

Response Time: 12:57

Responded By User ID: Medrecruit 

First Name: Dayne

Last Name: Troupe

Email: dtroupe@adelphimedicalst

Phone: 678-365-1101

SO Doc Code: CRFQ

SO Dept: 0618

SO Doc ID: BVH2400000002

Published Date: 3/26/24

Close Date: 4/4/24

Close Time: 13:30

Status: Closed

Solicitation Description: Open End Purchase For Contract Temporary RN, LPN, HSA

Total of Header Attachments: 2

Total of All Attachments: 2



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Solicitation Response**

Proc Folder: 1397508
Solicitation Description: Open End Purchase For Contract Temporary RN, LPN, HSA
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2024-04-04 13:30	SR 0618 ESR04042400000005816	1

VENDOR
 VS0000037603
 Adelphi Medical Staffing, LLC

Solicitation Number: CRFQ 0618 BVH2400000002
Total Bid: 0
Response Date: 2024-04-04
Response Time: 12:57:30
Comments:

FOR INFORMATION CONTACT THE BUYER
 David H Pauline
 304-558-0067
 david.h.pauline@wv.gov

Vendor Signature X **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Contract Nursing Services RN, LPN, HSA	0.00000	HOUR	80.000000	0.00

Comm Code	Manufacturer	Specification	Model #
85101601			

Commodity Line Comments:

Extended Description:

Please refer to Exhibit "A" Pricing Page to input pricing.
 Contract Nursing Services RN, LPN, HSA



Adelphi Medical Staffing

**TECHNICAL AND FINANCIAL PROPOSAL
SUBMITTED TO:**



**STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
SOLICITATION NO. CRFQ 0618 BVH2400000002
TEMPORARY RN, LPN, HSA
APRIL 4, 2024 - 1:30PM EST**

Prepared by
Dayne Troupe, Managing Partner
Adelphi Medical Staffing, LLC
965 Geneva Walk NW
Kennesaw, GA, 30152
Tel: 678-365-1101; Fax: 770-485-1684
govt@adelphimedicalstaffing.com

TRANSMITTAL LETTER

April 4, 2023

David Pauline,
Senior Buyer,
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

RE: Temporary RN, LPN, HSA – Solicitation No. CRFQ 0618 BVH240000002

Adelphi Medical Staffing, LLC, referred to herein as "Adelphi," is pleased to submit our response to The West Virginia Purchasing Division (WVPD) for **Temporary RN, LPN, HSA – Solicitation No. CRFQ 0618 BVH240000002** for West Virginia Veterans Home (WVVH).

Adelphi is a national leading provider of medical personnel to some of the nation's major facilities and health care organizations. With over 7 years of experience and a strong reputation in the industry, we source top-level executives, physicians, advanced practice providers, nurses, allied health, and non-clinical professionals for private, state and federal government facilities throughout the United States. Our 40-member team of experts is highly skilled in sourcing, screening, and evaluating job candidates, ensuring that we place highly qualified professionals in a variety of corporate settings.

We understand The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Veterans Home to establish an open-end contract for temporary RN, LPN and HSA services. WVVH is seeking to recruit Registered Nurses (RN)s, Licensed Practical Nurses (LPN)s and Health Service Assistants (HSA)s who should be qualified and experienced, and fully licensed and registered or certified, as applicable to perform services on a per diem basis, as needed, requested, and approved by the Agency. After reviewing the RFP's specifications, Adelphi is certain that we are capable and prepared to meet the outlined requirements.

We acknowledge the terms and conditions set out in the solicitation and agree to be bound by them. Furthermore, we assert that all the information contained herein is authentic and accurately portrays all aspects of the services to be provided by Adelphi.

On behalf of Adelphi, thank you for the opportunity to be considered for this RFQ. If you have any questions or require additional information, please do not hesitate to contact me using any of the information listed below.

Kind Regards,



Dayne Troupe
Managing Partner
Adelphi Medical Staffing, LLC
Tel: 678-365-1101; Fax: 770-485-1684
Email: govt@adelphimedicalstaffing.com

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ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ BVH2400000002

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | | | |
|-------------------------------------|----------------|--------------------------|-----------------|
| <input checked="" type="checkbox"/> | Addendum No. 1 | <input type="checkbox"/> | Addendum No. 6 |
| <input type="checkbox"/> | Addendum No. 2 | <input type="checkbox"/> | Addendum No. 7 |
| <input type="checkbox"/> | Addendum No. 3 | <input type="checkbox"/> | Addendum No. 8 |
| <input type="checkbox"/> | Addendum No. 4 | <input type="checkbox"/> | Addendum No. 9 |
| <input type="checkbox"/> | Addendum No. 5 | <input type="checkbox"/> | Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Adelphi Medical Staffing, LLC

Company



Authorized Signature

4/4/2024

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Dayne Troupe, Managing Partner

(Address) 965 Geneva Walk NW, Kennesaw, GA 30152-2895

(Phone Number) / (Fax Number) Phone: 678-365-1101 Fax: 678-257-2992

(email address) govt@adelphimedicalstaffing.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Adelphi Medical Staffing, LLC

(Company) 

(Signature of Authorized Representative)

Dayne Troupe, Managing Partner - 4/4/2024

(Printed Name and Title of Authorized Representative) (Date)

Phone: 678-365-1101 Fax: 678-257-2992

(Phone Number) (Fax Number)

govt@adelphimedicalstaffing.com

(Email Address)



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Centralized Request for Quote**

Proc Folder: 1397508		Reason for Modification: Addendum No. 1	
Doc Description: Open End Purchase For Contract Temporary RN, LPN, HSA			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-03-26	2024-04-04 13:30	CRFQ 0618 BVH2400000002	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: VS0000037603
Vendor Name : Adelphi Medical Staffing, LLC
Address : 965
Street : Geneva Walk NW
City : Kennesaw
State : GA **Country :** USA **Zip :** 30152
Principal Contact : Dayne Troupe
Vendor Contact Phone: 678-365-1101 **Extension:**

FOR INFORMATION CONTACT THE BUYER

David H Pauline
 304-558-0067
 david.h.pauline@wv.gov

**Vendor
 Signature X**

FEIN# 81-4797062

DATE 4/4/2024

All offers subject to all terms and conditions contained in this solicitation

REQUEST FOR QUOTATION – CRFQ BVH24*02
[Direct Care Staffing for Nursing Services]

8.2 The following remedies shall be available to the Agency upon default.

8.2.1 Immediate cancellation of the Contract.

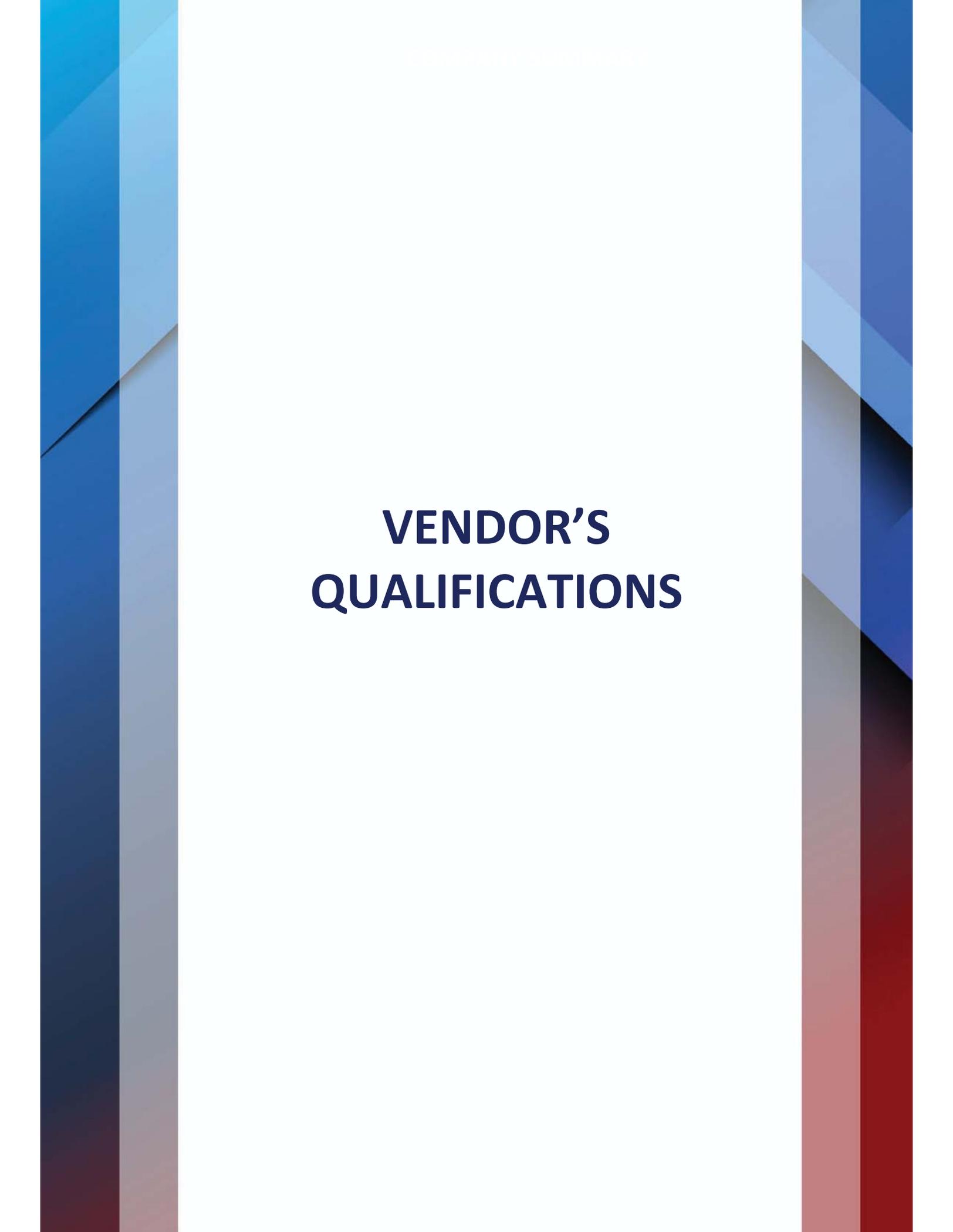
8.2.2 Immediate cancellation of one or more release orders issued under this Contract.

8.2.3 Any other remedies available in law or equity.

9. MISCELLANEOUS:

9.1 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Dayne Troupe
Telephone Number: 678-365-1101
Fax Number: 678-257-2992
Email Address: govt@adelphimedicalstaffing.com



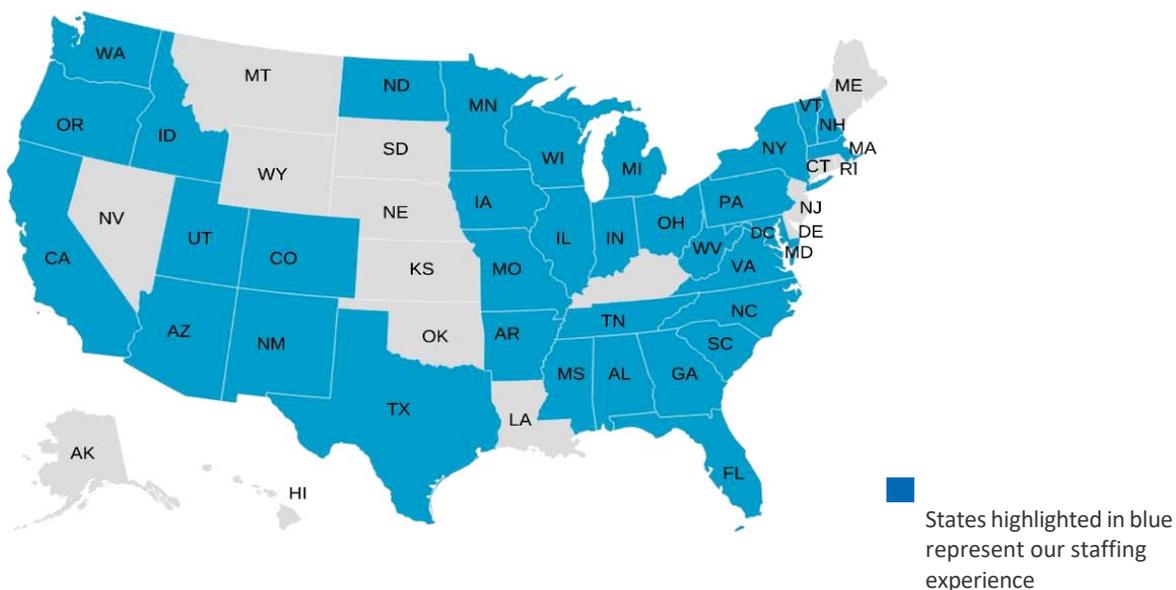
VENDOR'S QUALIFICATIONS

COMPANY SUMMARY

CORPORATE PROFILE INFORMATION

1.	LEGAL NAME	Adelphi Medical Staffing, LLC
2.	ENTITY TYPE	Limited Liability Corporation
3.	STATE OF INCORPORATION	Georgia
4.	DATE OF INCORPORATION	January 17 th 2017
5.	ADDRESS	965 Geneva Walk NW Kennesaw, GA, 30152
6.	TELEPHONE NUMBER	678-365-1101
7.	NUMBER OF YEARS OF STAFFING EXPERIENCE	7 Years
8.	NUMBER OF EMPLOYEES	40

OUR HEALTHCARE STAFFING EXPERIENCE ACROSS THE VARIOUS US STATES



ABOUT ADELPHI

Adelphi Medical Staffing, LLC is a Joint Commission certified, national staffing agency founded in 2017 that specializes in placement of medical professionals. Our expertise ranges from recruiting high-level providers to filling non-medical administrative positions for a variety of facilities. These include public and private healthcare systems, correctional facilities, and educational institutions.

We've been a trusted and reliable staffing partner to our clients. During the 7 years that we have been in business, we have supplied numerous healthcare providers including registered nurses, licensed vocational nurses, physicians, pharmacists, occupational therapists and physical therapists for various facilities and organizations all across the US. Our pillar teams include the executive, recruitment, credentialing, procurement, contract management, client service, credentialing, finance, operations, administration, and human resource departments.

Adelphi has undoubtedly simplified the hiring process for businesses and organizations. Adelphi has expanded its services beyond medical employment to include non-medical professions such as IT, human resources, biomedical technicians, administrative assistants, account managers, client service professionals, hospital executives, and anyone who works behind the scenes at medical facilities. Our long-term goal is to eventually become a one-stop recruiting firm.

After starting out in the private sector, we invested heavily in entering the public sector to diversify our portfolio. We have extensive public-private sector experience and staff federal and state agencies nationally. Furthermore, Adelphi has provided numerous employment search services for facilities using our pool of medical practitioners who have demonstrated excellent work ethics and adherence to the requisite code of conduct.

Adelphi has experienced consistent financial growth and increased financial stability over the last seven years in the industry. We intend to maintain this operational efficiency in order to sustain our growth while keeping our operating costs under control. Adelphi defines financial stability as our company's ability to continue operating at a sufficient level to meet all known contingencies for the foreseeable future.

Adelphi's recruitment and contract management expertise have helped us meet our clients' objectives thanks to consumer feedback. Our customer-centric attitude ensures that we can fulfill our client's recruitment requirements. As Adelphi strives to become the leading provider of staffing services in the US, it would be an honor to partner with your institution to meet its staffing needs.



Figure 1: Our Services

AREAS OF EXPERTISE

NURSING AND ALLIED HEALTH PROFESSIONALS STAFFING

With the staffing gaps at your facilities and the increasing need for nurses and allied health workers, Adelphi connects you to a diverse pool of professionals to ensure that all shifts are covered and those whom you care for are cared for by the best. We provide solutions tailored to your facility's requirements for travel, per diem, long-term, or interim staffing.

PHYSICIANS AND ADVANCED PRACTITIONERS STAFFING

Unexpected absences and resignations, employee burnout and vacation requests, seasonal changes, and such occurrences could all affect your facility. Whatever the situation or requirement, we have you covered. We provide medical professionals, including Physicians and Advanced Practitioners for your facility to help alleviate all concerns.

NON-CLINICAL STAFFING

Your medical team needs the support of non-clinical staff to assist with the administrative, IT, and technical aspects of the facility. Knowing this, Adelphi has strategically positioned itself to find and provide you with the best non-clinical talent. We use our industry knowledge and resources to fill positions ranging from administrative assistants, technicians to hospital executives.

Our approach to recruitment is comprehensive and strategic and thanks to our extensive network of industry connections cultivated over the years. We have established access to a diverse and extensive pool of highly qualified candidates. This enables us to identify top talent quickly and efficiently.

GOVERNMENT CONTRACTING

Adelphi is proud to have cultivated successful partnerships with esteemed government entities, including prominent agencies such as the State of Missouri, the State of Louisiana, the State of Kansas, the Ohio Department of Veterans Services, the North Carolina Department of Public Safety and the State of Arizona Department of Administration. These collaborations stand as a cornerstone in solidifying Adelphi's position as a reliable provider of staffing solutions within the healthcare sector.

Our role as a valuable partner to the State of Missouri has been marked by leveraging our expertise to address critical staffing needs within the state's healthcare systems. Similarly, our engagement with the State of Louisiana has been pivotal in supporting and enhancing the healthcare infrastructure, contributing significantly to the delivery of top-tier medical services. In the State of Kansas, Adelphi's tailored staffing solutions have been pivotal in ensuring the availability of qualified professionals across diverse healthcare facilities.

The Ohio Department of Veterans Services has entrusted Adelphi with staffing solutions, recognizing our agency's proficiency in meeting the unique requirements of veteran-focused healthcare services. Additionally, the North Carolina Department of Public Safety has experienced firsthand the professionalism and dedication of Adelphi's team, providing staffing solutions aligned with the department's specific objectives.

With the State of Arizona, Adelphi is entrusted with the responsibility of delivering Executive-Specialty Professional and Hard-to-Fill Recruitment Services and our mandate extends to all state agencies, boards, commissions, and participating State Cooperative Members. Under this significant agreement, we are tasked with filling a diverse array of positions critical to the state's functioning.

These noteworthy collaborations underscore Adelphi's unwavering commitment to excellence, strict adherence to government regulations, and adept navigation of the intricate landscape of government contracting.

WHY CHOOSE ADELPHI

VAST NURSING HEALTH CLINICAL STAFFING EXPERIENCE

Adelphi's niche is in medical staffing. Our management team comprises of seasoned individuals with years of experience in clinical staffing, who have collectively gained the company valuable experience staffing some great institutions throughout the United States, both in the public and private sectors. We have placed numerous nurses and other behavioral health clinical staff in various facilities and organizations all across the US. Our staff are well versed and experienced in handling staffing contracts of similar scope to this one and are well able to meet the WVVH's contract's obligations within the required service timeframes.

EFFICIENT STRATEGY IN RECRUITMENT AND PLACEMENT

Our multi-step recruitment and placement strategy, that is further elaborated on in subsequent pages, is a process that is streamlined to ensure we quickly and efficiently get the candidates with the best skills, experience, work ethic and personality to fit the job. We tailor our undertakings to meet client needs and contract specifications. Our meticulous placement process has enabled us have impressive retention rates in all our contracts. We anticipate the same for our relationship with the WVVH.

PROPRIETARY DATABASE WITH STRONG RESUME POOL

Adelphi has developed a proprietary database of over 850,000 healthcare providers within the healthcare staffing industry that includes nurses, physicians, advanced practitioners, and allied health providers. Combined with our fresh recruitment efforts, our database of qualified providers ensures we are able to source, screen and present qualified candidates to our clients in a timely manner. Adelphi offers trustworthy, compatible and cost-effective staffing solutions. Our goal in staffing is to ensure we make an impactful long-term contribution to our client's core business.

DEDICATED RELATIONSHIP MANAGEMENT

At Adelphi, our clients are more than just accounts. We cultivate long-standing relationships in all our client undertakings and go over and beyond as we believe in building lasting relationships with both our clients and providers. A dedicated relationship manager is assigned to each contract to ensure smooth processing between parties and is always available to answer any queries when they arise.

OUR VALUES



Figure 2: Our Values

PROFESSIONAL AFFILIATIONS

JOINT COMMISSION CERTIFICATION

Adelphi proudly holds the elite distinction of being Joint Commission certified, a testament to our adherence to the nation's foremost healthcare standards. This Gold Seal of Approval™ signifies our compliance in pivotal areas like leadership, HR management, and patient care. This certification underscores our commitment to top-tier service, assuring clients of our unwavering dedication to safety and quality. Obtaining this esteemed recognition was a strategic step to align with our rapid growth and bolster confidence in our recruitment processes, ensuring that our staff's caliber surpasses even The Joint Commission's exacting benchmarks.



NATIONAL ASSOCIATION OF LOCUM TENENS ORGANIZATION (NALTO) MEMBERSHIP

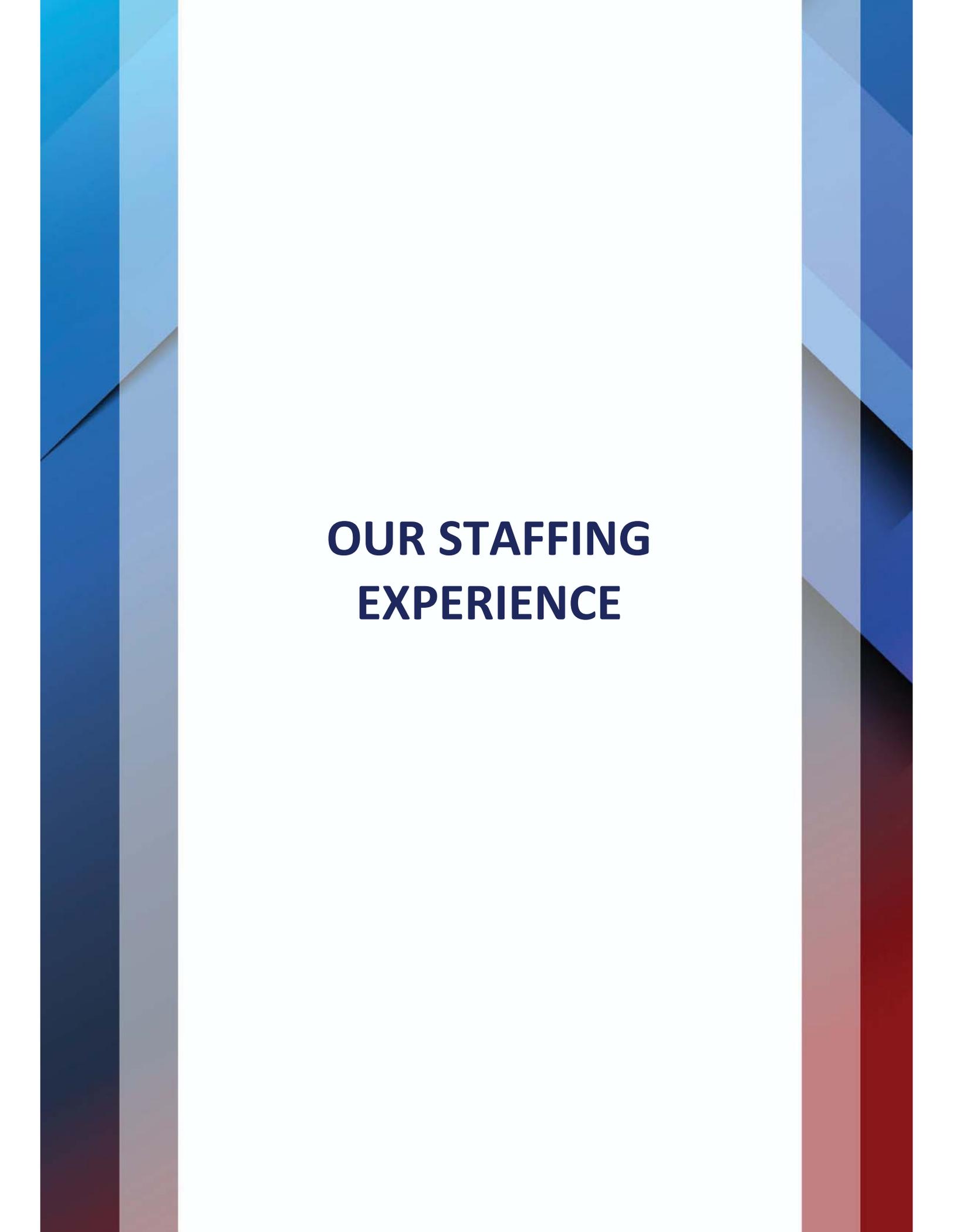
Since 2019, Adelphi has stood at the forefront of the NALTO community. NALTO champions honesty, integrity, and competence within its core values, endorsing industry-wide best practices and ethical standards. Sharing NALTO's vision, Adelphi is dedicated to establishing definitive conduct standards for everyone involved in the industry – from healthcare professionals to clients – aligning with NALTO's mission to cultivate a responsible and exemplary recruitment landscape.



THE NATIONAL ASSOCIATION OF TRAVEL HEALTHCARE ORGANIZATIONS (NATHO)

The National Association of Travel Healthcare Organizations (NATHO) is an organization that represents travel healthcare staffing agencies. Companies of NATHO, are expected to adhere to certain standards and qualities to ensure professionalism, ethical conduct, and quality service. As a fellow member, Adelphi stresses the importance of integrity, competency, honesty and objectivity.





OUR STAFFING EXPERIENCE

SIMILAR NURSE STAFFING EXPERIENCE

Adelphi's nurse staffing experience includes successful partnerships with federal government entities, state agencies, school districts and private facilities nationwide that include; medical facilities, mental health agencies, veterans' facilities, correctional facilities, and educational institutions. Some of the clients we're offering nurse staffing services include but are not limited to:

- Providence Public School District
- State of Missouri
- Montgomery Public Schools
- Baltimore City Public Schools
- IDEA Public Schools
- Spartanburg County School District

We currently have a running contract with the above institutions with our role focused on recruitment and placement of registered nurses, nurse practitioners, licensed practical nurses, certified nurse assistants, licensed clinical social worker occupational and physical therapists, speech and language pathologists, behavior analysts, school psychologists an orientation and mobility trainers.

PROVIDENCE PUBLIC SCHOOL DISTRICT, RHODE ISLAND (RI)

The Providence Public School Department is the administrative force behind the primary public school district of Providence, Rhode Island. It serves over 23,000 students in 43 schools, 3 annexes, 2 charter schools, and centers servicing students with disabilities. Adelphi was tasked with recruiting Nurses, Occupational Therapist Physical Therapists, Speech and Language Pathologists (English and Spanish), Behavior Analysts/ Autism Specialist School Psychologists, Orientation and Mobility Trainers to offer services at their schools.

STATE OF MISSOURI

We have a statewide contract with State of Missouri Office of Administration Division Of Purchasing to provide Registered Nurses, RN Specialist/Supervisor, Licensed Practical Nurses, Certified Nursing Assistant, Board Certified Assistant Behavior Analysts, Dieticians, Behavior Analysts, Occupational Therapists, Physical Therapists, Psychologists, Speech Language Pathologists among other medical providers. Among the agencies under this contract that we are working with is Missouri School for the Deaf, Missouri School for the Blind, Missouri School for the Severely Disabled and an award by St. Loius Veterans Home for RNs, LPNs and CNAs.

MONTGOMERY PUBLIC SCHOOLS (MCPS)

We have a Contract with Montgomery County Public Schools for private duty nursing services for students with special needs with additional credentialing and 'badging' services. Montgomery County Public Schools is the largest school district in the state of Maryland with 210 public schools and serves Montgomery County. We meticulously vet and credential our nursing staff to ensure they have the expertise needed to deliver high-quality care, while also managing the badging process to guarantee student and staff safety. Through our collaboration with MCPS, we aim to elevate the educational experience for students with special needs, fostering an inclusive environment where every student can flourish with tailored medical support.

BALTIMORE PUBLIC SCHOOLS

Another award that we were recently awarded is with Baltimore Public Schools. Since 1829, the school district has been preparing its nearly 75,000 students for higher education and life-sustaining careers through its 164 schools and programs. We were tasked to provide Skilled Private Duty Nursing Services for eligible students with specific documented medical needs who attend City Schools and to provide School Health Nurses (SHNs) to staff school health suites in thirty to fifty locations in City Schools. The nurses to be recruited include Registered Nurses (RNs), Licensed Practical Nurses (LPNs) and Certified Nurse Assistants (CNAs) whose responsibilities are to provide specialized health care services exclusively to students with ongoing special health care needs.

IDEA PUBLIC SCHOOLS

Adelphi also recently secured a contract with the IDEA Public Schools in the State of Texas to recruit Certified School Psychologists, Adaptive Physical Education Teachers, Auditory Impairment/Deaf Ed Teachers, Board Certified Behavior Analysts (BCBA), Registered Nurses, Occupational Therapists, Certified Occupational Therapist Assistants, Orientation and Mobility Teachers, Physical Therapists, Speech Language Pathologists, Speech Language Pathologist Assistants, Visual Impairment Teachers, Educational Diagnosticians, Licensed Master Social Workers and Special Education Teachers.

SPARTANBURG COUNTY SCHOOL DISTRICT 6

We have a PT staffing contract is with Spartanburg County School District in South Carolina which operates thirteen schools. This contract encompasses a wide range of specialized providers, including physical therapists, occupational therapists, speech therapists, psychologists, nurses, interpreting, and SPED teaching services. We are committed to supporting the diverse needs of the district's thirteen schools through our comprehensive staffing solutions as we understand the critical role that these services play in supporting students with diverse abilities and needs. Whether it's helping students develop essential motor skills, facilitating communication and language development, providing psychological support, or delivering specialized nursing care, our team is committed to delivering excellence in every aspect of service delivery



Providence
Schools



BALTIMORE CITY
PUBLIC SCHOOLS

PUBLIC SECTOR STAFFING EXPERIENCE

Adelphi has consistently served as a reliable partner in healthcare staffing, successfully filling roles from entry-level to highly specialized positions for a wide range organization. Our commitment to exceeding expectations has solidified our reputable standing and driven our steady growth. Presented here is a compilation of some of our esteemed clients from the public sector:

	INSTITUTION	SERVICES
	The North Carolina Department of Public Safety	Statewide Contract for the supply of various nursing personnel, physicians and LCSWs.
	The State of Louisiana - Office of State Procurement	Statewide Contract for Healthcare Staffing Services RNs, LPNs, CNAs
	The State of Kansas – Department of Administration	Statewide Contract for the supply of NPs, RNs, LPNs, CNAs
	Ohio Department of Veterans Services	Healthcare Staffing Services – RNs, LPNs, STNAs
	County Of Essex, New Jersey	Recruitment and Placement Services for the Essex County Hospital Center
	State of Arkansas, Department of Information and Shared Services	Contract for the supply of RNs, LPNs and CNAs.
	Clark County, Washington	Temporary Staffing for NPs, RNs, LPNs, CNAs, among other healthcare providers.
	Fairfax County, Virginia	Staffing for Medical Director and other Physicians
	Escambia County, Florida –Office of Purchasing	Locum staffing for Physicians, mid-levels, and other healthcare professionals

PRIVATE SECTOR STAFFING EXPERIENCE

Adelphi has delivered high-quality healthcare staffing solutions to some of the nation's prominent health systems, including HCA Healthcare, Tenet Health, and CHS Community Health Systems, among others. Through our dedication to excellence, integrity, and outstanding customer service, we have consistently met and exceeded our clients' staffing needs. Below is a selection of our private sector clients:

	INSTITUTION	SERVICES
	Providence Health	Psychiatry, General Surgery, Internal Medicine, Emergency Medicine, Obstetrics & Gynecology
	Community Health Systems (CHS)	Interventional Cardiology, Radiology Oncology, Certified Nurse midwife, Nocturnist, Pediatrics, Pulmonology – Critical Care among others.
	Tenet Health	Neurosurgery, Vascular Surgery, Urgent care, Certified Registered Nurse Anesthetist
	Scion Health	Obstetrics & Gynecology, Emergency Medicine, General Surgery, Family Medicine, Pediatrics among others.
	Nova Medical Centers	Emergency Medicine, Internal Medicine, Family Medicine, Hospitalists, Physician Assistants among others.
	McLaren Healthcare	Anesthesiology, Pediatrics, among others.
	Tower Health	General Surgery, Interventional Cardiology, Pathology – Anatomic and Clinical among others.
	Absolute Care	Family Medicine as well as Hospitalist specialties.
	LifePoint Health	Obstetrics & Gynecology, Emergency Medicine, General Surgery, Family Medicine, Internal Medicine, Urgent Care, Pediatrics among others.
	Ardent Health Services	Internal Medicine, Physical Medicine and Rehabilitation among others.
	East Georgia Regional Medical Center	Hospitalists, Cardiologists, internal medicine, Physician assistants, nurse practitioners among others.
	Tift Regional Health System	Physicians, Physician assistants, nurse practitioners among others.

OTHER CLIENTS



SOUTH CAROLINA
State Fiscal
Accountability
Authority



WYOMING
Department Of
Health



KERN COUNTY,
CA



COUNTY OF ESSEX,
NJ



BUTTE COUNTY
Department Of
Behavioral Health



CALIFORNIA
Department of
Veteran Affairs



MCHENRY
COUNTY, IL



CITY OF
CLERMONT



TEXAS
Health & Human
Services
Commission



INDIAN HEALTH
SERVICES



THE UNIVERSITY OF
UTAH



MONTGOMERY
Public Schools



STAFF REQUIREMENTS

STAFF REQUIREMENTS

To meet the staffing requirements outlined by The West Virginia Purchasing Division for the West Virginia Veterans Home (WVH), Adelphi Medical Staffing is committed to providing high-quality healthcare professionals in alignment with the specifications provided. Below is a narrative detailing how Adelphi intends to fulfill each requirement:

Availability

Adelphi acknowledges the need for flexibility in scheduling to ensure coverage during weekdays, weekends, and holidays. We guarantee that our pool of healthcare professionals will be available to meet these requirements, including coverage during holidays such as New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day.

Comprehensive Hourly Rates

Our hourly rates encompass all necessary deductions, including federal, state, and local taxes, social security, Medicare, unemployment compensation, and workers' compensation. Adelphi takes full responsibility for ensuring compliance with tax regulations and coverage for liability premiums.

Compliance and Documentation

We understand the significance of adhering to state and federal standards regarding healthcare staff qualifications and background checks. Adelphi will provide the facility with thorough documentation for each staff member, including applications, background checks, CPR certification, references, confidentiality agreements, and other requested documents such as immunization records and licensure confirmation.

Timely Staffing

Adelphi guarantees to provide the required number of staff members for each shift at least two hours in advance. In the event of unexpected absences, we commit to promptly filling the vacant shifts to ensure uninterrupted staffing coverage.

Adherence to Facility Policies

Our healthcare professionals will strictly adhere to the policies and procedures of the WVH facility, including attendance, tardiness, and mandatory training. Any disciplinary actions taken will be communicated directly to Adelphi resolution in accordance with facility protocols.

Documentation Prior to Employment

Before commencing employment, all staff provided by us will fulfill the required training, possess valid certifications/licenses, and meet immunization requirements as per state standards. We guarantee timely submission of all necessary documentation to the facility Director of Nursing.

Rate Adjustments

We ensure that the staff provided will match the requested positions to avoid discrepancies in rates. We commit to providing the appropriate staff members based on the facility's needs and payment terms.

Cooperation with Investigators

Our agency staff will fully cooperate with any investigations without delay, ensuring transparency and compliance with regulatory requirements.

Payment for Lunch Breaks

Adelphi acknowledges the responsibility for paying agency staff for lunch breaks as per the facility's policy.

Pre-Orientation Approval

All employee paperwork will be submitted to and approved by the facility prior to the commencement of employee orientation.

Annual Employee File Updates

We will update employee personal files annually and provide copies to the facility as required.

Communication of Time Off Requests

The employees will follow the facility's protocol for requesting time off and will communicate directly with the RN Supervisor and the staffing agency as outlined.

Notification of Schedule Changes

Any schedule changes will be promptly communicated to the Director of Nursing or their designee via email or text at least two hours prior to the scheduled shift.

Weekend Coverage

We will ensure that contracted staff will cover all Saturdays and Sundays each month, without restrictions on lifting or hours.

Holiday Pay

Our agency will adhere to holiday pay regulations, providing time and a half for staff working on specified holidays, as outlined in the contract.

Inclusive Fees and Expenses

Adelphi will incorporate all-inclusive fees, anticipated costs, travel expenses, administrative, and overhead costs into the bid as required.

Restrictions on Rehiring

We confirm that no previously dismissed employees from WV State facilities will be rehired through Adelphi.

Invoicing Procedures

Adelphi will submit weekly invoices, along with a weekly spreadsheet detailing hours worked, to the Fiscal Office at the WVVH. We commit to providing proper documentation to avoid invoice rejections.

Overtime Payment

Overtime payment for RNs, LPNs, and HSAs will be handled according to the contract terms, with additional rates applied for hours exceeding the regular forty-hour schedule per week. LPNs will not exceed more than three thirteen-hour shifts per week without prior approval.

Shift Cancellations

Adelphi Medical Staffing acknowledges the facility's right to cancel shifts and commits to timely notification of any cancellations at least two hours before the scheduled start time.

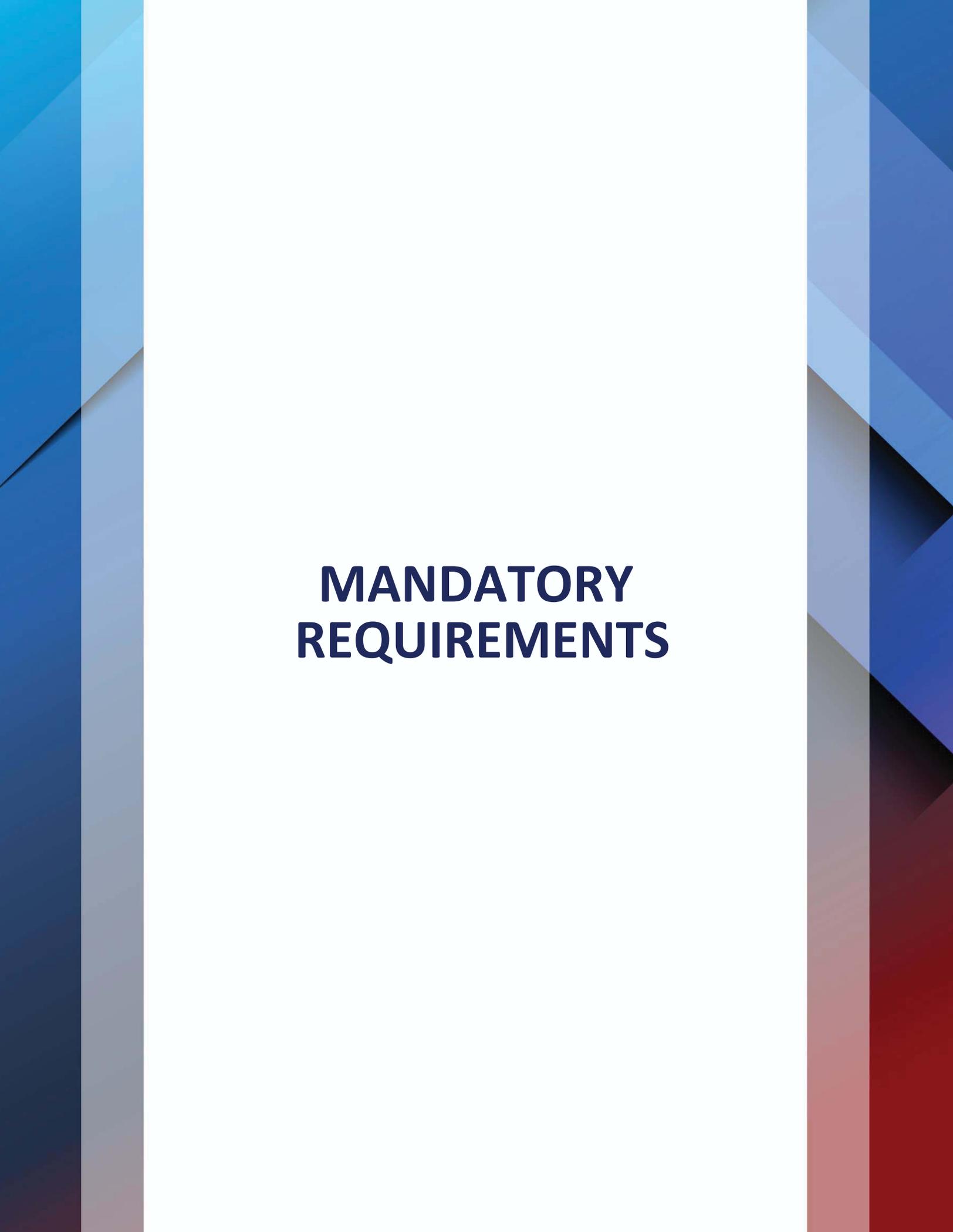
LICENSES, CERTIFICATION, PERMITS AND QUALIFICATION VERIFICATION

Adelphi commits to provide the WVH with information on each healthcare staff member that we shall present, according to the state and federal standard. We are meticulous about the process of evaluation of providers during the hiring and placement process and also during the lifetime of the contract. Our vetting procedures for the nursing staff required will involve the following verifications:

- Valid WV Registered Nurse License for RNs
- Valid WV Licensed Practical Nurse License for LPNs
- Valid Certified Nursing Assistant Certification with Approved Medication Assistive Personne (AMAP) Certification for MSAs
- Valid Cardiopulmonary Resuscitation Certificate
- Education verification
- Negative 10-panel drug screening
- WV Cares background check
- Physical and Health Examination
- Health Records - Applicable immunization records if required by the client
- Peer References Check
- USCIS I-9 - Employment Eligibility Verification
- Driving record Gov. Issued ID - Driver's License
- Certifications and applicable licensure confirmation
- OSHA (Occupational Safety and Health Administration) Training
- Any other compliance requirements required by the client

We will ensure no nurse providing services to the Facility under this agreement will have been investigated and substantiated by the Board of Nursing or currently subject to discharge results from an investigation by the Board of Nursing.

We are dedicated to meeting the staffing requirements of the West Virginia Veterans Home with professionalism, compliance, and reliability. We prioritize the delivery of high-quality healthcare professionals to ensure the continuity of care and the well-being of residents at WVH.



MANDATORY REQUIREMENTS

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Adelphi Medical Staffing stands as a beacon of excellence in healthcare staffing solutions, dedicated to meeting and surpassing the mandatory requirements set forth by The West Virginia Purchasing Division (WVPD) for the West Virginia Veterans Home (WVVH) contract. Our commitment extends to every aspect of providing compassionate and proficient care, encompassing the roles of Registered Nurses (RNs), Licensed Practical Nurses (LPNs), and Health Service Assistants (HSAs).

The **Registered Nurses (RNs)** will form the backbone of the healthcare team, ensuring the highest standard of care for residents at the WVVH, should we be awarded this contract. With a stringent selection process, we guarantee that each RN will possess a minimum of one year of working experience and will hold a valid license in good standing with the West Virginia Board of Nursing. Their expertise will allow them to oversee the work of others, providing guidance and support while maintaining the emotional and physical comfort and safety of residents. Adelphi will provide RNs that are adept at responding to medical emergencies promptly, administering medications as prescribed by treating Physicians, and ensuring accurate documentation of all resident care activities. Furthermore, our RNs will adhere strictly to facility policies regarding mandatory overtime and billing practices, ensuring transparency and compliance at all times.

The **Licensed Practical Nurses (LPNs)** will play a vital role in delivering comprehensive care and support to residents under the guidance of our RNs. The LPNs will be meticulously selected based on their licensure and experience, ensuring that they meet the rigorous standards set by the West Virginia Board of Nursing. They will collaborate closely with RNs and other healthcare professionals, assisting in medical treatments, medication administration, and care planning. Adelphi will provide LPNs who will excel in providing emotional support to residents, fostering a compassionate and nurturing environment. Moreover, they will be diligent in maintaining accurate documentation of resident care activities, adhering to facility policies and regulatory requirements with precision and care.

The **Health Service Assistants (HSAs)** will form the backbone of direct care provision at the WVVH, providing invaluable assistance with activities of daily living and promoting resident independence and well-being. We will provide HSAs who have undergone rigorous training and certification to ensure they are equipped with the necessary skills and knowledge to deliver exceptional care. They will assist residents with bathing, dressing, and mobility support, while also contributing to resident assessment and documentation. Our HSAs will uphold the highest standards of professionalism and compassion, embodying the core values of dignity and respect in every interaction with residents.

In addition to meeting the mandatory requirements outlined by the WVPD, Adelphi prioritizes ongoing training and professional development for all healthcare professionals. Through continuous learning and skills enhancement, our team remains at the forefront of best practices in resident care, ensuring that residents receive personalized and holistic support tailored to their unique needs.

In conclusion, Adelphi Medical Staffing is committed to fulfilling the mandatory requirements for RNs, LPNs, and CNAs/HSAs outlined for the WVVH contract. Our unwavering dedication to excellence, compassion, and professionalism ensures that residents receive the highest standard of care and support, fostering a safe, nurturing, and dignified environment for all.

OUR REFERENCES

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Adelphi has maintained a good reputation for delivering on our promises and meeting our clients' needs. Our company has contracts in various states and counties across the US, both in the public and private sectors, for provision of different healthcare staffing services. Adelphi has provided direct care staffing services to the following facilities over the years and continues to service these contracts with excellent performance.

REFERENCE 1	
MISSOURI SCHOOL FOR THE DEAF	
NAME OF CONTACT	Lindi Roberts
POSITION	School Supervisor/Director of Special Education
PHONE NUMBER	573-592-1532
E-MAIL	lindi.roberts@msd.dese.mo.gov
CITY, STATE, ZIP	505 E 5 th St, Fulton, MO 65251
DATE OF SERVICE	June -22 - Ongoing
DESCRIPTION OF WORK	Contracted to place several healthcare providers including Registered Nurses at the facility. We recently placed a Physical Therapist to the facility.
REFERENCE 2	
MONTGOMERY COUNTY PUBLIC SCHOOLS	
NAME OF CONTACT	Megan Sullivan
POSITION	Itinerant Resource Teacher for Special Education (ALO)
PHONE NUMBER	240 740-5487
E-MAIL	Megan_E_Sullivan@mcpsmd.org
CITY, STATE, ZIP	45 West Gude Drive, Suite 3100, Rockville, MD 20850
DATE OF SERVICE	July -22 - Ongoing
DESCRIPTION OF WORK	Contracted to recruit Private Duty Nurses for Students with Special Needs. We also assist the client with credentialing and badging of candidates before onboarding.
REFERENCE 3	
FAIRFAX COUNTY JUVENILE DETENTION CENTER	
NAME OF CONTACT	Daniel Reilly
POSITION	Assistant Superintendent for Operations
PHONE NUMBER	703-246-2844
E-MAIL	daniel.reillyjr@fairfaxcounty.gov
CITY, STATE, ZIP	Fairfax, VA 22035-0013
DATE OF SERVICE	September 2021 - Ongoing
DESCRIPTION OF WORK	We have placed physicians to work at the correctional facility.



WV BUSINESS REGISTRATION

WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE

ISSUED TO:
ADELPHI MEDICAL STAFFING, LLC
965 GENEVA WALK NW
KENNESAW, GA 30152-2895

BUSINESS REGISTRATION ACCOUNT NUMBER: **2415-3273**

This certificate is issued on: **11/05/2021**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code.*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

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**EXHIBIT A
PRICING PAGE**

EXHIBIT "A" PRICING PAGE - CRFQ BVH24*02

TEMPORARY NURSING STAFFING SERVICES

To use this pricing page electronically enter the "rate per hour" in each cell as a dollar value and the spreadsheet should fill in the totals automatically. Should the spreadsheet not automatically calculate the totals or you complete this on paper you would need to multiply the estimated annual usage hours by the rate per hour to get the extended price. It is understood through the specifications that the overtime rate is 1.5 times the regular hourly rate for that classification. A 1.5 multiplier will be assigned to each vendor hourly rate by the evaluation committee to verify the Overtime rate bid is correct. Once lines 1 - 9 have their extended price add all the extended prices together to get the total for the bid.

Item #	Description	Quantity	Cost Per Hour	Extended Cost
1	Temporary RN Regular Hours	300	\$80.00	\$24,000.00
2	Temporary RN Holiday Rate	24	\$80.00	\$1,920.00
3	Temporary LPN Regular Hours	500	\$70.00	\$35,000.00
4	Temporary LPN Holiday Rate	56	\$70.00	\$3,920.00
5	Temporary HSA Regular Hours	700	\$45.00	\$31,500.00
6	Temporary HSA Holiday Rate	56	\$45.00	\$2,520.00
7	Temporary RN Overtime Rate (RN)	24	\$80.00	\$1,920.00
8	Temporary LPN Overtime Rate (LPN)	24	\$70.00	\$1,680.00
9	Temproary HSA Overtime Rate	24	\$45.00	\$1,080.00
Failure to use this form may result in disqualification				\$103,540.00

EXHIBIT "A" PRICING PAGE - CRFQ BVH24*02**TEMPORARY NURSING STAFFING SERVICES**

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4	Temporary LPN Holiday Rate	56	\$70.00	\$3,920.00
5	Temporary HSA Regular Hours	700	\$45.00	\$31,500.00
6	Temporary HSA Holiday Rate	56	\$45.00	\$2,520.00
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