

From: **Whittaker, Frank M** <frank.m.whittaker@wv.gov>

Date: Fri, Sep 13, 2024 at 10:54 AM

Subject: Emergency Nurse Practitioner contract

To: Peggy L Alexander <peggy.l.alexander@wv.gov>

Cc: David H Pauline <david.h.pauline@wv.gov>, Hager III, Joseph E <joseph.e.hageriii@wv.gov>, Totten, Mark L <mark.l.totten@wv.gov>, Greg Clay <gregory.c.clay@wv.gov>, Alisha S Pettit <alisha.s.pettit@wv.gov>

Peggy,

Your emergency request to obtain a 12 week contract for a Nurse Practitioner is approved. Please follow all Purchasing Division emergency procedures outlined on the Purchasing Division Procedures Handbook and return the completed contract to this office within 30 days of this approval for public posting.

--

Frank Whittaker, CPPB, NIGP-CPP

Assistant Director

West Virginia Purchasing Division

2019 Washington Street, East

Charleston, WV 25305

(304) 558-2316

frank.m.whittaker@wv.gov



West Virginia Department of Veterans Assistance
West Virginia Veterans Nursing Facility
One Freedoms Way
Clarksburg, WV 26301
(304) 626-1600

APPROVED
L. H. [Signature]
9/13/24

September 12, 2024

David Pauline, Senior Buyer
WV Purchasing Division
1019 Washington Street, E.
Capitol Complex Building 15
Charleston, WV 25305

Re: Emergency Request for a Nurse Practitioner

Dear Mr. Pauline:

As you are aware, we have been trying to find a Nurse Practitioner since our last one left in January 2023, first by hiring, then by two solicitations. The latest vendor bid so low they are unable to find candidates. We have sent them a demand letter and WV-82 and await their response.

While this issue is being addressed, we are requesting an Emergency purchase for a Nurse Practitioner for 90 days, or until contract award. We would need approximately 24 hours per week at a rate estimated at \$115 per hour. This estimate is based on hourly rates previously submitted in response to solicitations.

The Nurse Practitioner works closely with our Physician/Medical Director, Administrator and Nursing staff to ensure our Veteran Residents are receiving necessary medical care. It has been a strain on other staff trying to fill this position for some time, and the fear is that something could be missed that would be detrimental to the health of a resident and potentially put the facility at risk of lawsuit.

This position oversees the care plans, orders lab and diagnostic testing, issues referrals for specialized medical services, collaborates with dietary, wound care, and pharmacy, as well as many other duties involving the Resident's care. These services are vital to the health and well-being of our residents.

The estimated cost for 12 weeks is \$33,120. Please feel free to contact me with any questions or concerns.

Sincerely,

Peggy Alexander
Administrative Services Manager 2

cc: Sherri Reed