

# **REQUEST FOR PROPOSALS**

**FOR**

## **Correctional Mental Health Physician**

Accepted by

### **Union County Sheriff's Office**

Lt. Nick Huelter  
1109 K Ave  
La Grande, OR, 97850  
nickh@union-county.org

March 16<sup>th</sup>, 2023

## **INTRODUCTION**

The Union County Sheriffs Office is seeking the procurement of a mental health prescriber for the assignment of providing services to the inmates incarcerated at the Union County Jail. The Union County Sheriff's Office operates a 37-bed adult jail in La Grande, OR. These services will be procured either through contracting with an individual or an organization. A contract will be offered to the proposer who submits the best proposal in compliance with this RFP in the discretion of UCSO.

### **Section 1: RFP Submittal and Closing Date**

An electronic RFP response must be received by 5:00 p.m. local time on Friday March 31<sup>st</sup>, 2023. Neither late nor faxed submittals will be acceptable. Proposals not in compliance with Section 3 will be considered non-responsive. Submit proposals to:

Union County Sheriff's Office  
Lt. Nick Huelter, Jail Commander  
nickh@union-county.org

### **Section 2: Description of Services**

To perform the duties of Correctional Mental Health Prescriber including but not limited to;

- Providing face to face services inside the Union County Jail for up to 1 hour per week on 1 business day of the week.
- Performing examination and treatment of inmates suffering from mental health illnesses and crisis.
- Perform a variety of professional mental health services which are directly related to patient care of inmates such as treatment, plans, referrals, and coordination of care.
- Attend various community based mental health meetings/summits including MDT meetings as his/her schedule allows and as necessary.
- Advising Union County Sheriff's Office personnel on mental health best practices and practice and policy recommendations.
- Coordination of care for defendants in the custody of the Union County Sheriff's Office with other mental health providers in the community.

### **Section 3: RFP Content Requirements**

#### **3.0 Cost**

- Provide a cost for services reflected as either an hourly rate or monthly rate for retained services not to exceed 4 hours per month or 1 hour per week.

#### **3.1 Capabilities/Experience/References**

Outline your capabilities and experience with regard to the requested services. The response should address the following:

- Qualifications as a psychiatric nurse practitioner or psychiatrist.
- Current licensing and/or certification held in the State of Oregon
- Knowledge of practices, principles and philosophy of mental health treatment including motivational interviewing, assessment, treatment plans, and crisis interventions.
- Experience working as a medical provider in the State of Oregon.
- Must pass all criminal history check requirements as required by ORS 536-181.537 and in accordance with OAR 407-007-0200-407-007-0370 and drug screening.

#### **3.2 Availability**

- Description of availability/willingness to meet the schedule preferences noted in section 2.

### **Section 4: Proposal Evaluation**

#### **4.0 Evaluation Criteria**

Each proposal will be evaluated utilizing the following criteria.

<b>Criteria</b>	<b>Maximum Score</b>
A. Experience Performing Similar Work	25
B. Cost	25
C. Qualifications and Training	25
D. Availability	25
<b>Total Maximum Score:</b>	<b>100</b>

## **Section 5: General Information**

- 5.0** Provider must carry their own liability/malpractice insurance if applicable.
- 5.1** Provider is responsible for all required state and local licenses, permits and insurance.
- 5.2** UCSO reserves the right to reject any or all proposals, and is not liable for any costs the proposer incurs while preparing or presenting the proposal.
- 5.3** UCSO reserves the right to cancel this RFP.
- 5.4** UCSO intends to award a contract to the proposer whose proposal, in the opinion of UCSO, would be most advantageous to UCSO.
- 5.5** Questions may be directed to Nick Huelter at [nickh@union-county.org](mailto:nickh@union-county.org) or 541-963-1017 x337.