



Flight Surgeon

Occupational Medicine

628th Medical Group, Joint Base Charleston, SC

Place of Performance: The work to be performed under this contract will be at the 628th Medical Group, 204 West Hill Blvd, Bldg. 364, 1000, Joint Base Charleston, SC

PERIOD OF PERFORMANCE: Locum Position Through 02 October 2023

OR

Base: 14 May 2023 - 13 May 2024

Option 1: 14 May 2024 - 13 May 2025

Option 2: 14 May 2025 - 13 May 2026

Option 3: 14 May 2026 - 13 May 2027

Annual Contract Hours: 1920

Recognized Holidays: Contract HCWs will not be required to work on federally recognized holidays.

Work Schedule: The schedule or scheduling process is as follows: The standard schedule is Monday thru Friday 0730 -1630 with an unpaid 30-60 minute lunch break.

Call-Back Hours: N/A

Schedule Management for Non-Personal Services: N/A

On-Call Hours: N/A

Overage Hours: N/A

Schedule Management: The TO will establish the work schedule and billable hours for each HCW. When directed by the Government, the HCW shall remain on duty to complete patient treatment where lack of continuity of care would otherwise jeopardize patient health. **This provision is not intended to apply to the time required to complete routine tasks (e.g., completion of paperwork or routine administrative tasks at the end of a shift) which are to be completed as part of the normal work schedule.**

Billing for Services: The Contractor will only be paid for the actual hours the HCW provides services



Recording HCW Time: Changes to the recording of HCW time identified in the contract PWS are as follows:
None

Closures: During a planned closure of the facility due to training, holiday or unplanned closure due to unusual and compelling circumstances (e.g., natural disasters, military emergencies, severe weather), the Contractor will be compensated only for the actual hours the HCW provided services for Family Down Days. The MTF will be closed on Air Mobility Command's published Family Down Days or minimum manning days. Historically the MTF has recognized up to nine (9) days per year that may be designated as Family Down Days, which are considered planned closures (see Attachment 5, AMC Family Days Memo). If designated, the contractor will be notified of the planned closure and the day will not be billable. The most up to date list of Family Down Days can be obtained via the COR.

Unplanned Closures: Will be compensated for the unplanned closure (personal services only)

Other than the federal holidays listed in paragraph 1.5.6, the following are considered training days or days where the HCW will not be required to work on this TO: N/A

HCWs shall receive notification two weeks prior to the reassignment to another location with a 40-mile commuting radius of their assigned MTF

Mission Essential: The following labor categories are designated as mission essential: None

QUALIFICATIONS

Minimum Qualifications:

- **Degree:** Doctor of Medicine (M.D.) or Doctor of Osteopathy (D.O.).
- **Education:** Graduate from an accredited medical school in the United States or Canada. This degree must have been accredited by the Council on Medical Education of the American Medical Association; Association of American Medical Colleges; Liaison Committee on Medical Education; Commission of Osteopathic College Accreditation of the American Osteopathic Association, or an accrediting body recognized by the U.S. Department of Education and the Accreditation Council for Graduate Medical Education (ACGME) at the time the degree was obtained (e.g. Royal College of Physicians and Surgeons of Canada (RCPSC), College of Family Physicians of Canada (CFPC). A Doctor of Medicine or equivalent degree from a foreign medical school must provide education and medical knowledge substantially equivalent to accredited schools in the United States. Evidence of equivalency to accredited schools in the United States is demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates, a fifth pathway certificate for Americans who completed premedical education in the United States and graduate education in a foreign country, or successful completion of the U.S. Medical Licensing Examination.
- **Certification:** Board eligible or board certified as required in the TO.
- **Internship/Residency:** Successful completion of an internship and residency program (corresponding to the specialty required in the TO) which has been approved by the Accreditation Council for Graduate Medical Education or the Committee on Postdoctoral Training of the American Osteopathic Association. Subsequent to obtaining a Doctor of Medicine or Doctor of Osteopathy degree, a candidate must have had at least 1 year of supervised experience providing direct service in a clinical setting (i.e., a 1-year



internship or the first year of a residency program in a hospital or an institution accredited for such training). For purposes of this requirement, graduate training programs include only those internship, residency, and fellowship programs that are approved by accrediting bodies recognized within the United States or Canada. Descriptions of such programs are described below.

- **An internship program** involves broadly based clinical practice in which physicians acquire experience in treating a variety of medical problems under supervision (e.g., internal medicine, surgery, general practice, obstetrics-gynecology, and pediatrics). Such programs are in hospitals or other institutions accredited for internship training an appropriate accrediting body.
- **A residency program** involves training in a specialized field of medicine in a hospital or an institution accredited for training in the specialty by an appropriate accrediting body.
- **A fellowship program** involves advanced training (beyond residency training) in a given medical specialty in either a clinical or research setting in a hospital, or an institution accredited in the United States for such training.
- **Experience:** As required to meet clinical competency requirements specified in the Service-specific credentialing instructions.
- **Licensure:** Current, full, active, and unrestricted license to practice medicine as required in the TO.
- **HCW Duties, Physician**
- **Includes, but not limited to: Primary care and Specialty care Physicians**
 - The following duties are required but not limited to:
 - The physician shall provide health care to active duty beneficiaries assigned to the Flight Medicine Clinic, Occupational Health Clinic, within the MTF. These tasks include performing primary care and occupational health clinician duties and the associated administrative tasks.
 - Care shall include but not be limited to continuing, comprehensive health maintenance and provision of medical care, including preventive medicine, behavioral health, occupational health, and community health.
 - The physician may become the primary care manager (PCM) for a panel of patients. As a PCM, the physician will be the primary person responsible for the management of the health and wellness of his/her assigned patients.
 - Diagnose and treat a wide range of adult acute and chronic diseases and injuries including but not limited to conditions.
- **Legal Authorization to Work in the United States:** must be a U.S. Citizen

HCWs shall be subject to the following additional security investigative processes, to include appointments with Security Managers:

- All MTF and Base specific documents needed for the current “Onboarding Process” will be provided by the COR for the requirement.
- HCWs shall be subject to the following security processes for fingerprints: Upon completion of the e-



App process.

- The HCW shall complete either a SF-85 Questionnaire for National Security Positions (or equivalent OPM investigative product)

Quality Control Plan (QCP): The Contractor shall have a planned and systematic QCP that outlines the quality control process covering every aspect of the Contractor's operation under this TO. The Contractor shall submit a Task Order QCP to the TOKO as outlined in Exhibit 2 of this TO. The TOKO will approve the QCP in writing. The Contractor shall submit changes to an approved QCP to the TOKO for approval throughout the life of the contract.

Periodic Progress Meetings: Contractor will will not be required to attend periodic progress meetings at no additional cost to the Government. The terms at which the periodic meeting will be conducted include Contract Kick-off, performance issues, and site visits. A 14-day advance notice will be given whenever possible by the initiator, either the Contractor or the Government.

Contractor Travel: Reimbursement will not be provided for travel within a 40-mile radius of the place of performance. HCW travel requirements are as follows: N/A.

Note: For travel outside of the 40-mile radius, the travel shall not be conducted prior to the appropriate funding being obligated.

Relocation Costs: The Government **will not** pay the Contractor to relocate HCWs.

Orientation: Orientation will be paid at the billable rate

Computer Skill Competency: Each HCW shall demonstrate competency as required in the contract and as follows: N/A

MTF Training: Additional training requirements are as follows:

- Will be provided by the area supervisor once the HCW Candidate initially report for the start of their specified period of performance (POP). All MTF and Base specific documents needed for the current "Onboarding Process" will be provided by the COR for the requirement.

MTF Standards: Specific policies, procedures, and instructions/regulations for the place of performance are as follows: N/A

HCW Health Requirements: The Contractor shall provide documentation certifying health requirements such as immunizations, annual vaccinations, medical testing (i.e., tuberculosis, N95 particulate respirator duckbill mask fitting) and physical examination when required at the time of initial placement.

Occupational Health: The HCW shall not be required to obtain documentation of required physical testing or a report of a physical examination.

Tuberculosis Screening: The additional immunization/screening requirements for the risk of exposure to tuberculosis (TB) are as follows: None

Competency-Based HCW Interviews: Prior to HCW placement, the Government will not contact the HCW to determine if the HCW meets the requirements set in the contract and/or task order.



Contractor Furnished Items and Responsibilities

Rubber Stamp: The Contractor will be required to ensure privileged HCWs providing services on this contract have a rubber stamp.

Health Insurance Portability and Accountability Act (HIPAA): Additional or supplemental instructions unique to HIPAA for this TO are as follows:

- All potential HIPAA Violations by a Contracted worker will be reviewed by the MTF COR and the CO. The violation and corrective actions can result in actions not limited to retraining of the individual that is responsible to on-the-spot removal from the MTF and the Base.

I have read and fully understand the minimum qualifications and duties and will comply with all requirements under this contract service.

(Print Name)

(Signature)

(Date)

