



MacDill AFB, Tampa, FL

Flight Medicine Physician

Place of Performance: The work to be performed under this contract will be at 3250 Zemke Ave Bldg. 1078, MacDill AFB, FL 33621 and/or 9210 King Palm Dr Tampa FL 33619. HCWs shall receive notification two weeks prior to the reassignment to another location with a 40-mile commuting radius of their assigned MTF.

Period Of Performance: 16 Aug 2021 - 15 Aug 2026

Total Contract Hours: 1920

Hours of Performance: Monday – Friday 0700-1600 or 0730-1630 (supervisor discretion)

On-Call Hours: N/A

Overage Hours: N/A

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

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 for the unplanned closure (personal services only)

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

Relocation Costs: N/A

Orientation: Orientation will be paid at the billable rate

Periodic Progress Meetings: Contractor will not be required to attend periodic progress meetings at no additional cost to the Government.

MTF Training: Additional training requirements are as follows:

HCWs shall complete all MTF-specified orientation program(s), initial and annual training requirements, and comply with all MTF policies, procedures, productivity standards and instructions as provided by the MTF. This includes all MTF standard operating procedures including but not limited to, advanced coordination of planned time off for Government approval,



attendance at meetings, briefings or commander's calls, notification of government supervisor due to illness or missed duty days. Government furnished training will be provided for the following: Cyber- Awareness Challenge, HIPAA, AFMS SAPR Face-To-Face per AFI 44-102, Safety Storm, Trusted Care. However, additional commander directed training may be added at no additional cost to the contractor. Contract employees shall accomplish training in accordance with deadlines set forth by MDG commander.

Minimum Qualifications:

- **Degree:** Doctor of Medicine (M.D.) or Doctor of Osteopathy (D.O.). Possesses a doctor of medicine degree or a doctor of osteopathy degree from an approved school of medicine or osteopathy.
- **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 on 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)).
- **Foreign Trained Physicians:** 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. Current board certification in Aerospace Medicine is highly recommended. If not board certified in Aerospace Medicine, then must show proof of completion of any medical residency program and ***must have a minimum of 3 years of U.S. military Flight Surgeon experience.***
- **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.
- **Licensure:** Current, full, active, and unrestricted license to practice medicine
- **Experience:** must have a minimum of 35 hours of direct patient care in the past year. Applicant must have a minimum of 3 years' experience in the last 10 years having served as a privileged flight surgeon at a US Military installation, with experience in:
 - Providing Primary and Family Medicine
 - U.S. military medical standards to conduct special operational evaluations, including (but not limited to) PHA for flyers/special duty personnel, initial certification exams for flying/special duty applicants.
 - Aeromedical disposition for flying/special operational duty.
 - Conducting adaptability rating assessment for military special duty applicants.
 - Applying medical, fitness and profiling standards AW AF's48-123, 36-2905 and 10-203 (including profiling and duty restrictions as Profile Officer).
- Possess current DEA
- Possess current BLS and ACLS
- Ability to complete favorable Credentialing, Background Check and Military Security Check
- **Computer Skill Competency:** Each HCW shall demonstrate competency as required in the contract and as follows:



- Possess ability to acquire and use basic computer skills to enter patient data and extract patient's information, from a variety of sources to include Composite Health Care System (CHCS), Armed Forces Health Longitudinal Technology Application (ALTHA), and Physical Examination Processing Program (PEPP).

Physical Capability: All HCWs shall be physically capable of performing for extended periods of time as established in the task order. The nature of this work will, at times, demand the contracted HCW be capable of responding to urgent/emergency medical issues. Physical capability will be determined by the MTF.

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 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:
 - Tuberculosis. In those areas where there is a higher risk of transmission of tuberculosis, contracted HCWs may be tested frequently as directed by the MTF policy. This test will be provided by the MTF.

Competency-Based HCW Interviews: Prior to HCW placement, the Government will contact the HCW to determine if the HCW meets the requirements set in the contract and/or task order.

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

HCWs will be required to personally record hours worked in the Defense Medical Human Resources System– internet (DMHRSi) systems required by the MTF.

Participation in Emergency Preparedness Plans: All HCWs shall participate in emergency preparedness plans (drills and actual emergencies) within the MTF as scheduled by the MTF (typically semiannually). HCWs will be required to provide contact information to the Government supervisor upon commencement of services as part of a recall list in advance of an actual emergency. If an emergency occurs, the Government supervisor will contact the health care worker with shift and reporting instructions. Government Endorsement: The Government may not offer the Contractor or HCW signs of recognition or appreciation for exceptional performance. The Air Force is prohibited from providing awards to individuals or entities in a profit making or commercial relationship (see section 2.8.5, AFI 36-1004). Should HCWs be mentioned in team awards with Government



employees, these actions shall not constitute Government acceptance of the Contractor's performance unless made in writing by the ordering CO. Contractors shall not represent themselves as endorsed by the Government in any manner, including any marketing or promotional materials.

Contractor Identification: All contracted HCWs shall clearly be identified as such at all times, including conversations, mail, email, faxes, and/or other electronic communication whether with Government personnel, other contractor personnel, or with the public when supporting this contract. Likewise, HCWs shall abide by all applicable laws and regulations when using Government equipment and services in the performance of this contract. At a minimum, HCWs shall clearly identify themselves as contractors by (1) wearing badges that clearly and legibly identify themselves as contractors, (2) using the label "Contractor" in e-mail addresses IAW Federal Acquisition Regulation (FAR) 37.114, Special Acquisition Requirements, and (3) including the employing contractor's name in the letterhead and/or signature block of any written correspondence. HCWs shall wear identifying badges (e.g. MTF-issued identification badge and/or contractor badge) above the waistline during duty hours.

Dress and Appearance: HCWs will maintain good personal hygiene and a well-groomed, professional appearance as outlined in MTF policies. Dress attire will be set by MTF policy.

English Language Requirement: All HCWs on this contract shall read, understand, speak and be understood, and write English fluently as determined by the Government supervisor during the competency-based interview process for Government approval (see Section C, 2.4.18 for the Government competency-based interview process).

Government Furnished Items and Services:

General: The following additions are made to the Government furnished items and services for this to:

The Contractor is responsible to ensure all government issued identification badges, equipment, and common access cards are returned to the government Supervisor when a HCW ends employment under this contract.

Unless otherwise stated in the individual task order, the Government will provide the following equipment, supplies, and services listed below for services performed inside government facilities:

EQUIPMENT/OFFICE FURNITURE. The HCWs shall have joint use of all available equipment for performing services required by this contract.

PERSONAL PROTECTIVE EQUIPMENT (PPE). The Government will furnish the HCWs with appropriate PPE. The Government will be responsible for any repair, cleaning, and inventory required for the PPE. This does not include any type of uniform.

FORMS. The MTF shall provide required Government forms, either hardcopy or computer-generated, used in the performance of services.



WORKSPACE. Unless otherwise specified in the specific task order, the Government will provide the HCW with adequate workspace to perform the requirements of the task order.

SUPPLIES. The MTF will provide medical and non-medical supplies commonly used in the facility for the care and management of patients. Commonly used supplies are those routinely stocked by the MTF. Unless otherwise indicated in a particular task order, the Government will furnish or make available to the HCW any documentation/material deemed necessary to accomplish requirements of the task order

COMPUTER EQUIPMENT. The MTF will provide computer equipment required to schedule, check in, document, order ancillary services, and maintain appropriate electronic medical information that support the hard copy medical record. The MTF will provide required training for these systems. The HCWs will be required to use the computer systems that are standard for the support of health care delivery at the MTF.

UTILITIES. For the purpose of this contract, the Government will furnish all required utilities (such as water, telephone, electricity, etc.) at no cost to the HCWs. Long distance and Defense Switched Network (DSN) telephone services will be provided for official use only. The HCWs shall participate in Government energy conservation programs.

PATIENT SCHEDULING. Clinic personnel will assist in patient scheduling. Complete administrative control of the patient shall remain with the Government.

HOUSEKEEPING. Housekeeping services will be provided by the MTF. CONTRACTOR FURNISHED

EQUIPMENT. The Government will not modify facilities to accommodate contractor-owned equipment or supplies.

RUBBER STAMP The Contractor will not be required to ensure privileged HCWs providing services on this contract have a rubber stamp.

TYPE OF WORK. The duties include but are not limited to the following:

Includes, but not limited to: Primary care and Specialty care Physicians

Core Duties:

- Perform a full range of physician services in accordance with privileges granted by the MTF.
- Direct, perform, or assist in the instruction of other health care professionals within the scope of the clinical privileges or responsibilities.
- Examine, diagnose, treat or prescribe courses of treatment within the scope of training, experience, and privileges.



- Provide preventive and health maintenance care, including annual physicals, positive health behaviors, and self-care skills through education and counseling.
- Order diagnostic tests as applicable as well as request consultation or referral with appropriate physicians, clinics, or other health resources as indicated.
- Technically proficient in directing and teaching other medical staff, providing educational lectures and participating in the provision of in-service training to clinic staff members. Such direction and interaction will adhere to Government and professional clinical standards and accepted clinical protocols.
- The applicant must be able to locate, interpret and apply current regulations including: AF! 48-123, AF! 36-2905, AF! 10-203, DoD 5210.42R, and AFMAN 13-501.
- The flight medicine physician shall provide health care to beneficiaries assigned to the Flight Medicine Clinic, Occupational Health Clinic, or other civilian Flight Medicine physician positions as defined by 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 civilian Flight Medicine physician may become the primary care manager (PCM) for a panel of patients. As a PCM, the flight medicine physician will be the primary person responsible for the management of the health and wellness of his/her assigned patients. Duties include:
 - Examination of patients, formulation of differential diagnostic plans, ordering of appropriate diagnostic testing.
 - Interpretation of examination findings and test results, and implementation of treatment plans.
 - Determination of the need for consultation and assisting in medical care and treatment provided at the direction of other specialists.
 - Approving/disapproving subspecialty referrals.
 - Directing case management activities
 - Answering patient telephone consults with the assistance of clinic staff.
 - Providing primary and secondary preventive maintenance care.



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- The Chief, Flight Medicine Clinic will assign specific duties/patient care assignments, and other duties deemed necessary. All inpatients will be admitted as per the local MTF instructions.
- Diagnose and treat a wide-range of adult acute and chronic diseases and injuries including but not limited to conditions of the:

Skin
Pulmonary System Head
Gastrointestinal System Eyes
Musculoskeletal System Ears
Genitourinary System Nose
Reproductive System Throat
Lymphatic System
Neck
Central Nervous System
Cardiovascular System
Endocrine System
Psychiatric and Behavioral Health

- Perform medical procedures and maintain certification where appropriate to include, but not limited to, the following:
 - Basic Life Support
 - Secure and maintain an adequate airway, to include endotracheal intubation
 - Cardioversion of life threatening arrhythmias
 - Simple minor surgical procedures: punch biopsies, excision of skin lesions
 - Simple abscess incision and drainage
 - Nail trephination
 - Sling or swath injuries
 - Suture simple laceration
 - Suture removal
 - Cryotherapy
 - Nebulizer treatment
 - Bladder catheterization



- cultures (throat, wound)
- Remove ocular, nasal and ear foreign bodies
- Clearing of ears by flush technique
- Reduce simple dislocations and fractures, when appropriate
- Bandaging of sprains, minor burns, and minor lacerations
- Perform venous punctures for lab studies and interpret results
- Administer intravenous, intramuscular and subcutaneous medications as appropriate
- Stabilize and evaluate cervical spine injuries as appropriate
- Splint and stabilize traumatic injuries to extremities
- Review, interpret, and act upon medical surveillance data relating to the occupational Health program.
- Prepare records and reports as required in support of services rendered in accordance with established procedures.
- Attend and participate in patient care reports, review meetings, patient care conferences, team conferences, professional staff conferences and other appropriate professional activities only to the extent that such attendance and participation is relative to assigned cases and/or performance of services.
- Civilian flight medicine physicians will not fly (as part of their duties), or participate in exercises beyond the scope of medical care specified in their privileges and/or credentials. They will not be utilized as Squadron Medical Element physicians.
- Credentialed civilian flight medicine physicians may respond to HAZMAT and in flight emergencies. After hours coverage will only be provided if requested by local authorities and written into local contract.
- Conduct special operational evaluations and determinations, including (but not limited to):
 - PHA for flyers/special duty personnel.
 - Initial certification exams for flying/special duty applicants (including foreign military personnel attending US military training, initial health screening for foreign military personnel attending US military training).
 - Conduct adaptability rating assessment for military special duty applicants.



- Make PRP/PSP determinations IAW DoD 5210.42R and AFMAN 10-3902.
- **Aeromedical Dispositions:** Civilian Flight Medicine providers will be allowed to make aeromedical dispositions ONLY if they meet the Qualifications criteria listed in section 1. Aeromedical dispositions must be specifically listed on the Flight Surgeon's credentials and privileges list, which requires initial review and approval by the MTF's SGP. The term "aeromedical disposition" includes drafting and reviewing aeromedical waivers, approving DNIF/DNIC, and return-to-fly 1042s. Exceptions to this policy require approval from AFMSA/SGPF. Civilian Flight Surgeons will be granted base-level waiver authority only on approval of MAJCOM/SGP.
- Apply medical, fitness and profiling standards IAW AFIs 48-123, 36-2905 and 10-203 (including profiling and duty restrictions as Profile Officer).
- Complete deployment health assessments IAW DHA policy

Legal Authorization to Work in the United States: HCWs performing under this contract must be a U.S. Citizen or: nothing follows

Qualifying/Credentialing Packages: The estimated average time, in days, it takes to complete a qualifying/credentialing package on this TO is: 20 days

Clinical Competency: Each HCW requesting clinical privileges shall be required to demonstrate clinical competency within the past two years in the required clinical discipline as specified in this PWS.

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

HCWs under this contract have access to and/or process information requiring protection under the Privacy Act of 1974 on unclassified automated information systems (AIS). Because of this access, HCWs performing for the Government under this contract are in non-sensitive public trust positions designated as Automated Information Systems III (formally ADP III) positions IAW DoD Directive 5200.2-R. In compliance with DoD Directive 5200.2 and AFI 31-501, a National Agency Check with written Inquiries (NACI) is required for all AIS III positions.

The Contractor shall fully adhere with the provisions of these referenced publications by having each of their employees who are performing under this contract submit the appropriate forms to obtain and maintain a suitability determination to continue performing under this contract. The Contractor shall ensure the following is accomplished prior to the required or planned start date in the MTF:



Submit HCW name, email account, contract and task order number, required start date, and telephone contact number to the Contracting Officer's Representative identified in the LOIA and the MTF Unit Security Manager identified in the task order.

Schedule an appointment with the Unit Security Manager at the MTF where services are provided. The appointment shall be scheduled at least 14 calendar days before the required start date and arranged for the HCW's first day of work at the MTF. The HCW cannot start work earlier than the scheduled appointment date with the Unit Security Manager.

Ensure the HCW completes the SF-85P in a secure website called Electronic Questionnaires for Investigations Processing (e-QIP) or (in some cases) completes the SF-85P from a downloadable form on the Office of Personnel Management (OPM) website when the Unit Security Manager establishes an account in e-QIP or provides other directions to the HCW before the scheduled appointment date. The Unit Security Manager may provide instructions with regard to faxing or emailing signature forms for the SF-85P as well as information on completing the FD-258, FBI Fingerprint Card before the appointment date.

HCWs may be required to submit an original Birth or Naturalization Certificate to the MTF Unit Security Manager.

The appointment with the Unit Security Manager is necessary to ensure:

The MTF Unit Security Manager is expecting the HCW's arrival and is available to review and process the SF-85P, if not already accomplished through e-QIP before the scheduled appointment date.

The MTF Unit Security Manager obtains or arranges for the fingerprints (using FD-258, FBI Fingerprint Card or electronic process) to avoid delays in the submission of the Personnel Security Questionnaire to the base-level Security Information Protection Office, if not already completed before the scheduled appointment date. The local commander may grant interim access to the base Government computer systems pending completion of an investigation and adjudication based on an open investigation and submission of fingerprints.

The HCW completes the security requirements on the SF-85P within the first three (3) business days of the scheduled appointment date with the Unit Security Manager, if not already completed before the scheduled appointment. The Contractor shall ensure the HCW has access to documentation requested on the SF-85P (e.g., current and previous addresses in the past 7 years, zip codes, telephone numbers, passport numbers, family members names, SSNs) during the scheduled appointment with the Unit Security Manager to prevent delays in completing the SF- 85P form. If the HCW does not have the appropriate information to complete the SF-85P form within three (3) business days of the scheduled appointment date with the Unit Security Manager, the ordering Contracting Officer may stop work on the task order until the HCW completes the SF-85P.



The Contractor shall advise their contracted HCWs that a favorable investigation, verified through the JPAS, is needed as a condition of employment under this contract. The Contractor understands that, while the MTF commander may allow contracted HCWs temporary or interim access to Government systems in non-sensitive positions pending the outcome of the NACI (usually through a 90-day waiver), this contract requires the immediate removal of a contracted HCW from the position if the NACI returns with unfavorable or denied adjudication. In addition, the Government will immediately suspend contracted HCW computer access if the NACI is returned with an adjudication of “no determination made”. The MTF Commander will determine whether to allow the contracted HCW to continue in the public trust position or deny computer access, which requires the contracted HCW to be removed from the position.

HCWs shall be subject to the following security processes for fingerprints: First day of services will begin on date scheduled for fingerprints

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

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

Health Insurance Portability and Accountability Act (HIPAA): All HCWs performing services at an Air Force MTF are required to complete initial and annual refresher HIPAA Privacy and Security Rule training as provided by the MTF for its personnel and will be held accountable for complying with health information privacy and security policies and procedures. Reference Section H.6, Special Contract Clauses for detailed HIPAA

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)