



Flight Medicine Physician

David Grant Medical Center (DGMC)

Travis AFB, CA

Period of Performance: 1 Sep 22 - 31 Aug 24 **Option Years:** 1 **Contract Hours per year:** 1920

Place of Performance: The work to be performed under this contract will be at David Grant Medical Center (DGMC), Travis AFB, CA. HCWs shall receive notification two weeks prior to the reassignment to another location **within a 40-mile commuting radius of their assigned MTF.**

Mission Essential: Yes

Hours of Performance: Monday - Friday, 0730 -1630 - 8 hour days, specific start/end dates may be adjusted to meet work center needs within the hours of 0700 -1800.

Schedule Management: The TO will establish the work schedule and billable hours for each HCW. The Contractor shall maintain a process to monitor work and billable hours on the TO. **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.**

Scheduling: The schedule is maintained by clinic personnel based on demands of the clinic and appointments booked that day. Specific days, hours, and shift length will be scheduled by the designated government representative. The specific schedule for each two-week period will be provided in advance. Any changes in the schedule shall be coordinated between the HCW and the Government. Any planned absences of the HCW shall be communicated to the Government supervisor in advance of the absence in order to ensure that clinical operations are not adversely affected. The Government reserves the right to change shift hours to accommodate patient care needs and mission requirements.

On-Call Hours: N/A

Overage Hours: N/A

Recognized Holidays:

The Medical Treatment Facility (MTF) will be closed for 5-10 Air Force Command (AMC) Family or Down Days per year and the following Federal Holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

Recording Time: The HCW will be required to submit hours worked in the Defense Medical Human Resource System Internet (DMHRSi) program.



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

Periodic Progress Meetings: Contractor will 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: At the request of the Contracting Officer.

Contractor Travel: N/A

Relocation Costs: N/A

Orientation: Orientation will be paid at the hourly pay rate

Computer Skill Competency: N/A

MTF Training: Additional training requirements are as follows: Complete MTF Newcomers Orientation and Training Requirements to include, but not limited to: Safety Storm Training, Health Insurance Portability and Accountability Act (HIPAA), Trusted Care Training, Interventional Violence Prevention Training (IVPT), Sexual Assault Prevention and Response (SAPR), Suicide Prevention, Computer Based Trainings from sites including Advanced Distributed Learning Service (ADLS)/MEDLEARN, Joint Knowledge Online (JKO), MHS Genesis and Relias. HCW must complete Computer Based Training (CBT), online, once they are allowed on base and have computer access.

MTF Standards: Specific policies, procedures, and instructions/regulations for the place of performance are as follows: HCWs will comply with all relevant AFIs, MDGIs, policy letters and HHQ directives. Additional job specific requirements are listed in the MDGI Operating Instructions, provided upon request.

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: HCWs with a baseline positive or newly positive test result for M. tuberculosis infection (i.e., TST or BAMT) or documentation of treatment for LTBI or TB disease should receive one chest radiograph result to exclude TB disease, or an interpretable copy within the past 12 months.

1. Two-step tuberculin skin test (TST) for M. tuberculosis (BAMT) that was performed within the previous 12 months
OR
2. An approved blood assays for M. tuberculosis (BAMT) that was performed within the previous 12 months.

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. A competency-based HCW Interview may be conducted to determine if the candidate is qualified (i.e. ready) desires the job (i.e. willing) and capable (i.e. able) to work at the place of performance.

If the MTF decides to conduct the competency-based interview with the candidate, the telephone interview will focus on the following areas:

- Does the candidate possess the qualifications to meet the Government minimum requirements?



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- Does the candidate understand the work schedule, to include duty hours, on- call hours, and overage hours?
- Was the candidate informed about the place of performance?
- Discussion on clinical work performed by the candidate.
- Candidate's familiarization with equipment.
- Clarification on any aspect in the qualifying documentation
- The MTF will be allowed to provide responses on the following: Workload, facility size, work location staff, general information about the local area (i.e., schools, housing).

MINIMUM QUALIFICATIONS:

- **Degree:** Shall possess a doctor of medicine degree or a doctor of osteopathy degree from a U.S accredited school of medicine
- **Internship/Residency:** Completion of a residency or fellowship in Family Medicine, Internal Medicine, Emergency Medicine, Aerospace Medicine or any other acceptable to the Surgeon General, HQ USAF. Any other Residencies/ Fellowships will be considered based on additional experience/qualifications. 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.
- **Certifications:** Possess and Maintain current BLS (Basic Life Support) & ACLS (Advanced Cardiovascular Life Support) for Healthcare Workers
- **Board Certification:** Board eligible or board certified as required in the TO. 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.
- **License:** Shall possess a valid, full, active, unrestricted medical license in good standing from any U.S. jurisdiction. There shall not be any history of adverse actions against the applicant in the last 10 years.



- **English Language Requirement:** The applicant shall be able to read, speak, understand and write English well enough to effectively communicate with other members of the staff.
- **Experience:** As required to meet clinical competency requirements specified in the Service-specific credentialing instructions. The applicant must have a minimum of 35 hours of 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:
 - 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 IAW AFIs 48-123, 36-2905 and 10-203 (including profiling and duty restrictions as Profile Officer).
 - Providing primary care for active duty personnel and their family members.

HCW Duties - The duties for the HCW are as follows:

- **Assessment.** Proactively identifies and evaluates patients and families for case management from a variety of sources such as discharge/disposition planning, referrals, the Medical Evaluation Board (MEB) process, the healthcare system, employers and facility staff. Conducts systematic, on-going, thorough collection of patient's physical, emotional, psychological, social and medical status and information via direct patient contact and other relevant sources such as professional and non-professional caregivers, medical records, family/caregiver interviews.
- **Planning.** Develops an appropriate patient-specific plan of care to include short and long term goals, objectives and actions. Coordinates, collaborates, and obtains approval of the plan among the patient, family/caregiver, primary provider and other members of the healthcare team.
- **Implementation.** Guides the patient and family/care giver through the healthcare system, maximizing use of resources. Coordinates and executes the plan of care, optimizing access to appropriate services. Ensures necessary referrals are ordered by the appropriate discipline and coordinated. Serves as an advocate for, and ensures education is provided to, the patient and family/caregiver as required. Promotes adherence to treatment plans for improved healthcare outcomes;
- **Coordination.** Ensures coordination of care delivery processes, to include alternate healthcare settings and the home environment, for the purposes of enhancing the patient's health and wellness, safety, productivity, and quality of life, and for providing the most beneficial, cost-effective health care. Develops, utilizes and maintains a variety of military and community resources to optimize access to services and medical care. Ensures timely and appropriate provision of services.
- **Monitoring.** Documents and updates the treatment plan as needed in accordance with existing DoD, AF, local facility and other agency guidelines. Maintains documentation and data collection in accordance with DoD, AF, local facility and other specified agency guidelines. Conducts and/or participates in program evaluation as directed.
- **Evaluation.** Monitoring and evaluation may include, but is not limited to: patient's adherence and response to the treatment plan; timeliness of patient and family/caregiver contact and follow-up; identification of variances, patterns or trends from established practice guidelines and/or standards; established outcome measurements; results of



interventions, treatment delivery and timeliness of care; and utilization of resources. Monitors and evaluates the facility's case management program per DoD, AF and local policies and guidelines.

- Coordinates and participates in interdisciplinary team meetings, designated facility meetings, and Care Coordination meetings. Shares knowledge and experiences gained from own clinical nursing practice and education relevant to nursing and case management.
- Participates in the orientation and training of other staff. May serve on committees, work groups, and task forces at the facility.
- Must maintain a level of productivity and quality consistent with: complexity of the assignment; facility policies and guidelines; established principles, ethics and standards of practice of professional nursing; the Case Management Society of America (CMSA); American Accreditation Healthcare Commission/Utilization Review Accreditation Commission (URAC); CAMH; (AAAHC); Health Services inspection (HSI); and other applicable DoD and Service specific guidance and policies. Must also comply with the Equal Employment Opportunity (EEO) Program, infection control and safety policies and procedures.
- Follows applicable local MTF/AF/DoD instructions, policies and guidelines.
- Completes medical record documentation and coding, and designated tracking logs and data reporting as required by local MTF/AF/DoD instructions, policies and guidance.
- Completes all required electronic medical record training, MTF-specific orientation and training programs, and AF/DoD mandated Case Management training.
- 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.

Legal Authorization to Work in the United States: HCWs performing under this contract must be a U.S. Citizen or as defined by the Department of Homeland Security, U. S. Citizenship and Immigration Services, either a noncitizen national of the United State, lawful permanent resident of the United States, or alien authorized to work in the United States. Additional restrictions may be imposed at the Task Order Level.: Nothing follows.

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: The Contractor shall ensure HCWs comply with the following security requirements not already identified in the contract PWS:



HCWs shall be subject to the following additional security investigative processes, to include appointments with Security Managers: To initiate security review, the contractor will submit the following information to the MTF Security Manager: HCW full name, other names used (maiden), date of birth, social security number, email address, physical address, home telephone and mobile phone numbers, place of birth (city, state, country), citizenship, prior military end date, reserve status and branch, prior government end date.

The contractor shall advise their HCWs that favorable fingerprints with an open investigation, verified through Defense Information System for Security (DISS) Web Application is needed as a condition of employment under this TO. The contractor understands that while the MTF may allow contracted HCWs temporary or interim access to Government systems in a non-sensitive position, pending the outcome of the T1, this contract requires the immediate removal of a contracted HCW from the position if their investigation return with an “unfavorable” adjudication.

HCWs shall be subject to the following security processes for fingerprints: Fingerprints will be taken during the first week of assignment to the MTF at the Travis AFB Information Protection office. Appointment date and time will be provided on the first day of assignment.

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

Scope of Work: HCWs will be able to bill the Government for participation in administrative functions (i.e., orientation, quality improvement programs, clinical/administrative data collection, meetings, and training). Specific tasks associated with administrative duties beyond the tasks outlined in the contract PWS include: **None.**

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

OTHER TERMS, CONDITIONS, AND PROVISIONS

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

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)