

Release Date: 3/28/2017

Number: 17-04-1

Service Needed: Medical Director for HIV/Hepatitis Testing Programs

About Neighborhood House

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability, aging & disability services and community health.

Scope of Work

- Monitor and review HIV/Hepatitis and other client charting to ensure appropriate care and documentation, and appropriateness of referral services for clients and their partners.
- Support implementation of electronic medical record system, software system and equipment to support HIV/Testing efforts.
- Review and consult on data collection, required evaluation and service documentation tools.
- Review and update HIV/Hepatitis testing and counseling program protocols following SAMHSA, CDC, Washington State and other appropriate guidelines for HIV/AIDS testing.
- Act as medical director for the CLIA waiver application and conduit between state labs and other medical institutions related to rapid HIV/Hepatitis testing and counseling.
- Provide training for HIV/Hepatitis counselors and other staff as appropriate to comply with SAMHSA, King County, Washington State, and CDC regulations to deliver services related to HIV and viral Hepatitis.
- Collaborate with evaluators, program managers and program partners in the identification of future funding sources.
- Provide technical assistance to staff, service providers, evaluators, partners and other consultants as appropriate.

Qualifications

Required

- Must be a board certified physician licensed to practice in Washington State.
- Must have an understanding of the clinical process, utilization management and quality assurance.
- Able to collaborate and provide leadership to multi-disciplinary staff, medical, and primary care staff.

Desired

- Knowledge of HIV/Viral Hepatitis, mental health and addiction treatment, general psychiatry and behavioral healthcare.
- Prefer two years clinical or research experience in Substance Abuse and HIV/Hepatitis fields. Experience working with ethnically diverse low-income populations.

**Time Period**

Through 9-29-2022. Neighborhood House anticipates using the services of the vendor(s) selected through this bid through the date shown above. Neighborhood House reserves the right to re-bid services for any reason prior to this date and makes no promises regarding minimum levels of services or products that will be purchased through this RFQ.

Evaluation Criteria

- Meets Qualifications.
- Level of Experience.
- Availability.
- Cost/Rate for Services.
- Pass Washington State Patrol Criminal Background Check.
- No record of Debarment or Suspension on federal EPLS (Excluded Parties List System.)

Questions

Warya Pothan (206) 571-4662 waryap@nhwa.org

What to Include In Submissions

- Rates: Price per Hour.
- Description of Experience.
- Provide Proof of Current Professional Liability Insurance.
- Others materials: Bidders discretion.

Submission Close Date: 4/7/2017

Submissions To: Email or FAX submissions to: anhthun@nhwa.org or (206) 923-6776, Attention: Anhthu Nguyen