

ISSUING DEPARTMENT INPUT DOCUMENT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. N/A

Re-Bid
 Other – Access of Other Entity Contract
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: E-10181
 TERM OF CONTRACT 1 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Homebound Vaccine Administration

Description: Awarded vendor will be administering health vaccines for homebound residents of the Miami-Dade County.

Issuing Department: ISD
 Contact Person: Natalya Vasilyeva
 Phone: 305-934-5365

Estimate Cost: \$150,000

Funding Source:
 GENERAL
 FEDERAL Federal
 OTHER

ANALYSIS

Commodity Codes:	94855				
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>		
Contractor:					
Small Business Enterprise:					
Contract Value:					
Comments:					

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

Signed: Natalya Vasilyeva	Date sent to SBD: 10/20/2021
	Date returned to SPD:

Independent Living Systems, LLC

Homebound Vaccine Administration

Scope of Work

1. Vaccination procedures as outlined in the ILS Covid-19 Vaccine Administration for Homebound Residents Program Manual (hereby incorporated as Attachment A) comply with the Centers for Disease Control (CDC) and manufacturer requirements including 24-hour temperature monitoring and access alarms.

ILS will notify MDC and the MDC COVID-19 tracking and reporting partner Nomi Health on a weekly basis or as needed for their homebound vaccine capabilities for upcoming five (5) days. NOTE: homebound vaccine volume will be dependent on vaccine availability. ILS will complete required documentation when receiving vaccinations.

2. ILS will receive referrals from MDC and other sources as available;
 - a. Nomi Health will provide a secure report to ILS identifying patients who have requested a homebound vaccine.
 - b. ILS will request the report at least two (2) business days in advance.
 - c. Discuss 311 information transfer
3. ILS will use their HIPAA compliant call center to outreach to patients and evaluate:
 - a. Language reference ILS call center and reportable elements. Discuss qualifications for eligibility
4. For patients qualifying for vaccinations in the home:
 - a. ILS call center will schedule a home visit;
 - b. A vaccine will also be offered to one (1) care provider at the residence.
5. ILS will provide an appointment reminder on the day before and/or appointment day via text, call and/or email.
6. ILS will utilize approved and licensed personnel, by the State of Florida Department of Health, to provide vaccinations in the home.
7. Once in the home, ILS staff will follow a strict series of protocols (provided for review by MDC) that will include, but not be limited to:
 - a. Assessing vaccination status.
 - b. Confirming eligibility for vaccine.
 - c. Screening for contraindications and precautions.
 - d. Educating the patient and care providers / family members.
 - e. Obtain and document consent.
 - f. Preparing and administering vaccines per CDC and manufacture requirements.
 - g. Proper documentation.
8. Vaccines will be prepared and administered per CDC and manufacture requirements.
9. Each patient will be provided a copy of fact sheet for the vaccine being provided.
10. Each patient will be asked if he or she has any questions or concerns prior to vaccination, and address them, as appropriate. Vaccination will continue only after consent is obtained as outlined in 7.e above.
11. ILS will maintain at least three (3) doses of epinephrine on-hand when administering vaccine. CDC recommendations for observation will be followed:
 - a. 30 minutes: Persons with a history of an immediate allergic reaction (within 4 hours) of any severity to a vaccine or injectable therapy, and persons with a history of anaphylaxis due to any cause.
 - b. 15 minutes: All other persons
12. ILS will:

- a. Document vaccine administration in the ILS eCareCentral application; and/or
 - b. Document the vaccine administration in the Nomi Health platform.
- (If mutually agreed upon, an interface may be developed between ILS and Nomi Health in-lieu of direct platform documentation input.)
- 13. ILS will submit vaccine administration data to Florida SHOTS and any other mandated reporting.
 - 14. MDC will use, in addition to other resources as determined necessary, the daily ILS/NOMI health report as support for billing and will reimburse ILS based on administered vaccines. ILS will provide supporting documentation to MDC as requested. Language for time frame

Neither ILS nor any subcontracted home health agencies will bill patients, private insurance, Medicare or Medicaid.