

Business Operations  
Ofelia San Pedro, Deputy Superintendent

**SUBJECT:                   REQUEST FOR AUTHORIZATION TO ISSUE REQUEST  
FOR PROPOSAL (RFP) # 087-HH10, MEDICAL  
CONSULTING SERVICES AND HEALTH PLAN  
OMBUDSMAN**

**COMMITTEE:               INNOVATION,   EFFICIENCY   &   GOVERNMENTAL  
RELATIONS**

**LINK TO DISTRICT  
STRATEGIC PLAN:       IMPROVE FINANCIAL SERVICES**

The Board's current contract with Concentra, Inc., to provide medical consulting services in conjunction with Albert T. Lojko, M.D. who serves as the Ombudsman, will expire October 31, 2008. This contract was last approved at the Board Meeting of October 23, 2003, following issuance of Request for Proposals (RFP) # 159-CC10 for an initial three-year term, effective November 1, 2003. At the Board meeting of October 11, 2006, the contract was extended for an additional two-year term, pursuant to the authority contained in RFP # 159-CC10. Expenditures under this contract have been \$5,096.30 (03-04 beginning 11-1-03); \$45,579.13 (04-05); \$40,245.08 (05-06); \$16,592.10 (06-07); and \$22,716.76 (07-08 as of April 30, 2008).

Authorization is now being sought to issue RFP # 087-HH10, Medical Consulting Services and Health Plan Ombudsman for an initial three-year term, effective November 1, 2008, with the ability to extend the contract for an additional two-year period.

Medical consulting services currently being provided include the following:

- issues related to the Americans with Disabilities Act (ADA) including preparing medical reports and attending meetings of the Board's District Consultative Committee (DCC), the committee charged with determining eligibility and requests for accommodations under ADA;
- issues related to return to work and/or light duty associated with Workers' Compensation cases;
- creation of a panel of physicians to conduct "fitness for duty" evaluations for the Office of Professional Standards; and
- providing independent medical advice to assist in resolving problems with a health plan that cannot be resolved in a timely manner through the normal grievance procedures.

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The Office of Risk and Benefits Management met with stakeholders, including the Office of Human Resources and the Office of Professional Standards, and unanimously determined that continuation of these contract services is critical to continue current operations.

Because utilizing these services is a tool to prevent litigation, expenses for this contract are paid from the Board's self-insured liability loss fund.

Pursuant to Board Rule 6Gx13- 3F-1.022, Professional Service Contracts for Insurance or Risk Management Programs - Policy, a Superintendent's Ad-Hoc Insurance Committee will review received proposals and make recommendations to be taken to the Board at a future Board meeting. The Superintendent's Ad-Hoc Insurance Committee will consist of the following:

- Chief of Staff (Effective 7-1-08, Associate Superintendent, Human Resources, Evaluation and Technology)
- Risk and Benefits Officer, Office of Risk and Benefits Management
- Assistant Superintendent, Human Resources, Recruitment and Performance Management
- Assistant Superintendent, Office of Professional Standards
- Workers' Compensation Supervisor, Office of Risk and Benefits Management
- Administrative Director, Personnel Support Programs
- Controller

Additionally, a representative from the Board Attorney's Office and Business Development and Assistance will serve as non-voting resource persons to the Superintendent's Ad-Hoc Insurance Committee.

Copies of the RFP will be sent to the Board Members under separate cover and are available at Citizen's Information.

- RECOMMENDED:** That The School Board of Miami-Dade County, Florida:
1. authorize the Superintendent to issue Request For Proposal (RFP) # 087-HH10, Medical Consulting Services and Health Plan Ombudsman; and
  2. approve the Ad-Hoc Committee.

OSP:sc