

Financial Services
Mrs. Judith M. Marte, Chief Financial Officer

**SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE REQUEST
FOR PROPOSALS (RFP) NO. 16-014-AG, FIELD CASE
MANAGEMENT SERVICES**

COMMITTEE: FISCAL ACCOUNTABILITY

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

At the Board meeting of July 18, 2012, the Board approved the award of Request for Proposals (RFP) # 024-MM10, Field Case Management Services effective August 1, 2012 for an initial three (3) year term with the ability to renew for two (2) additional one-year periods. Staff is recommending issuance of Request for Proposals (RFP) # 16-014-AG, Field Case Management Services as the current contract expires July 31, 2017.

An important component of the medical management of workers' compensation claims is the use of field case management to control medical expenditures. Field case management is utilized on an as needed basis to assist in the medical and rehabilitative management of claims. Case management assignments are directed by the licensed insurance adjuster, nurse consultant, or appropriate staff from the Office of Risk and Benefits Management and include the following services:

- Evaluation and coordination of medical and rehabilitative services utilizing cost containment strategies;
- Meeting with injured workers, treating physicians, and other medical professionals to evaluate progress and determine appropriate treatment methodologies;
- Identification and assessment of barriers to recovery and return to work capabilities;
- Hands-on response to catastrophic and escalated injuries; and
- Written case summaries for documentation of medical recovery for adjusters, medical staff, and excess carrier, where appropriate.

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SUPERINTENDENT'S AD-HOC INSURANCE COMMITTEE

Pursuant to School Board Policy 6332- *Professional Service Contracts for Insurance or Risk Management Programs*, an Ad-Hoc Committee will review received proposals and make recommendations to the Superintendent, which upon approval will be taken to the School Board for final approval.

The Ad-Hoc Insurance Committee will consist of the following individuals:

Chief Financial Officer, Financial Services
Assistant Superintendent, School Operations
Assistant Superintendent, Office of Human Capital Management
Assistant Superintendent, Maintenance Operations
Risk and Benefits Officer, Office of Risk and Benefits Management
Economic Development Officer, Office of Economic Development
Director, Risk Management, Miami-Dade College

Additionally, the following representatives will serve as non-voting resource persons to the Ad-Hoc Committee:

Representatives from: School Board Attorney's Office
 Office of Procurement Management
 The Board's Risk Management Consultant

Copies of the RFP will be distributed to Board Members and will be placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. authorize the Superintendent of Schools to issue Request For Proposals (RFP) # 16-014-AG, Field Case Management Services; and
2. approve the composition of the Ad-Hoc Committee.

JMM:mgf