

REVISED Attachment Q Mental Health Liquidated Damages

Ref	Liquidated Damages Description	MIN Threshold %	Liquidated Damages Amount	Performance Standard
3.2.4	The Contractor shall provide appropriate representatives to serve on and attend all committee meetings as required by the Agency.	100%	\$50 per meeting that required appropriate representation not sent to meetings as required by the Agency.	An occurrence is any instance where the required attendance of a Contractor does not comport with RFP section 3.1.5.
3.6.1	Contractor provides clinical staffing in accordance with submitted staffing matrix	96%	Rate calculated on hourly rate per clinical positions filled at less than 96% provider will have a deduction of the cost per hour to fill the position at 100% plus 10%.	An occurrence is total number of hours for each clinical (Psychiatrist, Psychologists, LCPC, LCSW, N.P., Psychologists Associates, R.N.) position that does not meet the 96% minimum fill rate. Example: a facility staffing matrix requires 100 psychiatrist hours a month; when total number of hours provided is less than 96, the deduction amount will be the cost per hour to fill the position at 100% plus 10%, as referenced in RFP sections 3.6
3.10.1.2	The Contractor shall develop and maintain a comprehensive competency based orientation program for new staff.	100%	\$500 for each employee that has not completed a documented orientation.	An occurrence represents any staff that does not receive a pre-service orientation as referenced in the RFP section 3.10.1.2

3.8.1	Contractor maintains Credential Files	100%	\$100 for each missing <u>incomplete</u> credentialing information item <u>file</u> required for each employee past or present	An occurrence is for each missing <u>incomplete</u> credentialing information item <u>file</u> required for each employee past or present not submitted to the agency in the form and format as required by the agency as referenced in RFP sections 3.8.1 and 3.8.2
3.21.3	Contractor provides Equipment Inventory Reporting as required	100%	\$100 per day annual inventory report is past due date +\$25 for each equipment item not affixed with state tag number.	An occurrence is each day past the Annual Inventory Report due date + each equipment item without a state tag number as referenced in RFP sections 3.21.4.
3.23.3.3	Contractor performs Sick Call services five days a week with a documented encounter disposition.	95%	\$25 per patient that is not seen in accordance with requirement.	An occurrence is any inmate not seen in the sick call clinic without a documented encounter disposition as referenced in the RFP section 3.23.
3.23.4	Contractor provides Chronic Care Services.	95%	\$250 for each element per audited patient record that was not provided.	An occurrence is when an Inmate is <u>is</u> not seen a minimum of every 90 days by the Contractor's Psychiatrist or Mental Health Nurse Practitioner.
3.23.5	Weekly Special Confinement Rounds	95%	\$150 for each Special Confinement round not completed	An occurrence is when an Inmate is not seen face-to-face on a weekly basis by a Mental Health Professional

3.18.1	Contractor provides On-call Psychiatry coverage	100%	\$500 per incident that on call list is not posted and available as needed.	Each institution shall have 24 hour on call mental health clinical provider coverage. An occurrence is each incident in which the emergency phone call is not documented as provided within the fifteen minutes as referenced in RFP section 3.18.2.1.
3.17.1	The Mental Health Professional shall treat and stabilize persons requiring emergent or urgent psychiatric care, including inmates, employees, and visitors.	100%	\$500 per incident that emergency care is not adequately provided	An occurrence is a failure to provide emergent psychiatric care until they can be transported to a community provider as referenced in RFP sections 3.17.1.
3.24.2	A Mental Health Professional shall conduct an immediate mental health screen of all inmates referred through the intake medical and mental health screening process (IMMS). The Mental Health Professional shall conduct a mental health screening within 24 hours of reception of the arrestee into an intake facility to include the determination of suicidal or homicidal tendencies or ideation and will make recommendations for housing classification for the inmate	100%	\$50, each missed element <u>suicide/homicide risk assessment or a completed assessment with missing element(s) of the assessment or not entered into the EHR within 24 after assessment completion</u> on audited patient charts	An occurrence is when a suicide/homicide risk screening is not conducted <u>(or is missing elements of the screening)</u> within twenty four (24) hours of and Inmate entering any DPSCS facility from the community or another correctional system whether as a new admission, a parole/probation violator or an escapee. This screening shall result in referrals for higher levels of observance or care as indicated. Occurrence is any individual case not completed <u>or is incomplete</u> within 24 hours of Inmate entering any DPSCS facility <u>or not entered into the EHR within 24 hours after assessment completion</u> as referenced in RFP sections 3.24.2.

3.24.3	A Mental Health Seven (7) Day Intake Exam shall be conducted by a Mental Health Professional for all Inmates, including parole violators and escapees, within seven (7) days of the Inmate's entrance into any DPSCS facility from any source. .	100%	\$50, each missed element <u>Seven (7) Day Intake Exam or a completed exam with missing element(s) of the exam or not entered into the EHR within 24 after the Intake Exam</u> on audited patient charts	An occurrence is when a mental health provider fails to provide a mental health assessment <u>Seven (7) Day Intake Exam</u> within five <u>seven</u> days <u>or fails to enter the exam in the EHR within 24 hours after the exam</u> as referenced in RFP 3.24.3.
3.26	Contractor responsible for ordering and, specifically at IMHU, IMHTUs and Patuxent, receiving medications from the Pharmacy Contractor and verifying the shipment against the	100%	\$100 for each order and shipment not scanned as required	An occurrence is each mental health medication order and shipment not scanned as required as referenced in RFP sections 3.26.1 (#1,5).
3.25.2.5	The Inmates on any Inpatient Mental Health Treatment Unit are to receive daily contact with a Mental Health Professional (a psychiatric RN, mental health counselor, a psychiatrist or psychiatric NP). A Psychiatrist or a Psychiatric NP shall have weekly contact with the IMHTU. The Contractor shall maintain an IMHTU contact log which shall contain entries	100%	\$50 for each inmate not receiving contact from a mental health Professional	An occurrence is when an Inmate is not seen as described in Section 3.25.2.5

3.25.2.6	A Mental Health Professional shall complete an Inmate transfer screening form in the EHR for Inmates that are discharged from an Inpatient Mental Health Treatment Unit.	100%	\$250 for each mental health transfer assessment form not submitted in accordance with requirement	An occurrence is each Mental Health transfer screening form not completed in EHR for Inmates that are discharged from an Inpatient Mental Health Treatment Unit as referenced in RFP section 3.25.2.6
3.29	Contractor addresses Administrative Remedy Procedures (ARPs) & ARP Appeals timely & completely	100%	\$50 for each ARP that is not completed by due date + \$25 per day each ARP is past the due date.	An occurrence is each ARP not submitted by the due date + \$25 per day each ARP is past the due date as referenced in RFP sections 3.29.
3.33	The Psychiatrist who most recently treated the Inmate shall manage a formal mortality review process for all completed suicides within forty-eight hours or 72 on a weekend by the	100%	\$250 for each mortality review not performed within time frame	An occurrence is any mortality review not completed within forty-eight to seventy-two (48-72) hours of the death as referenced in the RFP section 3.33.1.
3.37	The Contractor's Mental Health Staff shall participate in the maintenance of confidential, secure Patient Health Records for each inmate to include all encounters and lab and medication	95-100%	\$50 per occurrence	An occurrence is failure to document encounters including but not limited to Intake Evaluation, Psychiatric Evaluation, Progress Notes and Treatment Plans as referenced in RFP 3.37.3.
3.26.1	The Contractor's Mental Health Staff shall administer medication to all inmates in designated Mental Health Inpatient Treatment Units including all somatic and psychotropic	100%	\$100 for each occurrence resulting in medications not provided	An occurrence is any medication not documented on the medication administration record as referenced in the RFP section 3.26.1
Attachment D-4	Contractor submits MBE Reporting	100%	\$1,000 each day past the MBE reporting due date + each day past due date received but incomplete or inaccurate.	An occurrence is each day past the due date + each day past due date received but incomplete or inaccurate as referenced in Attachment D

3.33	Contractor populate the data as required on the State Stats template. Due the 10th of each month for data from the preceeding month.	100%	\$1,000 each day past the State Stat reporting due date + each day past due date received but incomplete or inaccurate.	An occurrence is each day past the due date + each day past due date received but incomplete or inaccurate as referenced in RFP sections 3.33.2.
3.38.4	Monthly reports shall be submitted to the Director of Mental Health no later than the tenth of the month following the month the report reflects in a form and format approved by the Agency as required.	100%	\$100 for each missed report and +\$25 a day for each day beyond the due date for each report.	An occurrence is a report received past the due date or a report which does not contain the complete data as referenced in the RFP in sections 3.38.4.1-3