

**Homer Central School District  
PO Box 500  
Homer, New York 13077-0500**

**(607) 749-7241  
(607) 749-2312 FAX**

**Michael J. Falls  
Director of Business and Finance & Facilities III**

**MEMORANDUM**

**To: BOE/Kelli Yacavone, District Clerk  
From: Michael J. Falls, Director of Business and Finance  
Re: Resolution of Acceptance of Proposal related to School Physician Services  
Date: April 18, 2016**

Eight Requests for Proposal were sent out to local Hospitals and Doctors to search for a new School Physician as per NYSED rules because the current contract expires on June 30, 2016. A single returned proposal was opened by Michael Falls, Director of Business, Finance and Facilities III, Kelli Yacavone, District Clerk, and Ms. Nancy S. Ruscio, District Superintendent, on April 12, 2016 at 3:00 pm in the office of the Superintendent.

The proposal was as follows:

Cortland Regional Medical Center  
134 Homer Avenue  
Cortland, NY 13045

For services as outlined in RFP2016-116 (See attached)

\$27,500 July 1, 2016-June 30, 2017

\$28,050 July 1, 2017-June 30, 2018

\$28,611 July 1, 2018-June 30, 2019

If contract extends beyond 2019, annual increase will be 2%

We are gaining a greater number of services and attention to student needs through this proposal. The increase in payment is roughly \$10,000 more per year.

I would be happy to answer questions that you may have concerning these documents.

Homer Central School District 80 S West Road Homer, New York 13077 Phone 607-749-7241	Page: 9
TITLE: School Physician Services	RFP NUMBER: RFP2016-116

## APPENDIX A PROPOSAL FORM

VENDOR NAME: Cortland Regional Medical Center

ADDRESS: 134 Homer Avenue, Cortland, NY 13045

CONTACT: Jennifer Turck, Director, Physician Recruitment and Business Development

TELEPHONE: 607/756-3782 FAX: 607/756-3824

E-MAIL: jturck@cortlandregional.org

TYPE OF ENTITY: CORP.  PARTNERSHIP \_\_\_\_\_ INDIVIDUAL \_\_\_\_\_

FEDERAL EMPLOYEE ID #: 15-0532079 OR SOCIAL SECURITY #: \_\_\_\_\_

DATE OF ORGANIZATION: Founded 1891; Ruling Year 1957

<u>Service</u>	<u>Fee</u> (see all inclusive annual rates below)
School, Physical Education and Sports Exams-Onsite	/EA
Sports Requalification and Working Papers-Onsite	/EA
School Physical Examinations- Office Visits	/EA
Attendance at CSE Meetings (if necessary)	/EA
Attendance at HHS Varsity Football Games and other Events	/EA
PPD/Mantoux Testing	/EA
Audiometric Testing	/EA
X-Ray	/EA
Hepatitis B Vaccinations	/EA
19A Physical Examination	/EA
Drug and Alcohol Testing	/EA
Fit for Duty Physical Examination	/EA
Consultative Services: e.g.: staff development, crisis management team, policy development, public health law, additional services as needed.	/Hour

Annual rate for full scope of school physician and other health services for Homer Central School District as outlined in RFP Number: RMP2016-116: \$27,500 for July 1, 2016-June 30, 2017; \$28,050 for July 1, 2017-June 30, 2018; \$28,611 for July 1, 2018-June 30, 2019. If the contract is extended beyond June 30, 2019, the annual rate will increase 2% per year for each subsequent year.

## **Company Profile and Scope of Services**

### **Company Profile**

Cortland Regional Medical Center (CRMC) is the best in New York State, according to the federal Centers for Medicare and Medicaid Services (CMS), which recently released its rankings of U.S. hospitals. CMS conducted an objective evaluation of clinical outcomes, clinical processes, patient experience, and efficiency, which ranked Cortland Regional Medical Center as #1 in New York State and #50 among more than 3,000 hospitals nationwide.

Cortland Regional Medical Center dates back to 1889, when the local chapter of the Loyal Circle of King's Daughters, a service organization, saw the need for a hospital in the region and began fundraising efforts to make that vision a reality. Within two years, Cortland's first hospital opened in a rented house located at 33 Clayton Avenue—a six-bed hospital staffed by one woman and a boy helper, with volunteer assistance from a board of managers.

In 1895, the hospital purchased quarters at 84 North Main Street, increasing the number of beds to 25. Then in 1911, Cortland Regional Medical Center moved to its present location. Over its nearly 125 year history, the hospital has grown and expanded to become a medical campus with a 162-bed acute care hospital and an attached 80-bed residential care facility. Growth will continue in 2016 with groundbreaking for a new medical office building and a cancer treatment center.

Cortland Regional provides care to Cortland and the surrounding counties. It operates 24 hours a day, seven days a week, 365 days a year. With a 2015 operating budget of more than \$92 million, CRMC will serve tens of thousands of residents this year keeping the community healthy, strong, and vibrant. While this record of high quality health care service is and will always be its most valuable contribution to the community, the medical center's impact includes many facets that extend beyond direct patient care.

CRMC's growing list of health services includes: breast cancer care; cardiology; emergency and prompt care; home health services; hospitalist care; intensive care and telemetry; laboratory services; long term home health care; maternity care; medical imaging; medical oncology and hematology services; mental health services; medical/surgical units; nursing and rehabilitation; nutrition therapy; pharmacy; physical rehabilitation services; sports medicine; post-mastectomy services; respiratory care; social work services; surgical services; wound care; and more.

CRMC has also made considerable inroads in enhancing outpatient services, which are provided at off-site locations including: Wound Care and Medical Imaging on Route 281; Outpatient Rehabilitation Center on Fisher Ave., Home Health Services on Homer Ave., and two laboratory draw stations on Route 281 and Euclid Ave. And with three locations for lab work (one on campus and two in the community), appointments are not required and lab results are usually available the same day.

In 2014, CRMC launched a physician recruitment initiative that in a period of 18 months brought in more than 20 new physicians representing 14 specialties. Currently, there are 172 are physicians serving patients at CRMC, the majority of whom are board certified.

### **Regional Medical Practice**

Regional Medical Practice, an affiliate of Cortland Regional Medical Center, prides itself on its growing reputation for high caliber patient care. RMP physicians offer the greater Cortland community convenient access to cardiology, general surgery, breast surgery, orthopedics, physical medicine and rehabilitation, hematology, oncology, ophthalmology, infectious disease, hospital medicine, internal medicine and family practice. In the summer of 2015, RMP added specialists in psychiatry, sports medicine, hand surgery, endocrinology, gastroenterology, nephrology and pulmonology. They chose to bring their expertise and experience to Cortland, New York because they recognized the healthcare needs of our community, and the quality of life that this region has to offer.

### **CRMC Adds New Endoscopy Center**

Early detection of colon cancer is correlated with high survival rates. But when patients must wait up to six months for colonoscopies and gastroscopies because of the availability of only one procedure room, some lose interest in having these vital diagnostic procedures performed. CRMC has addressed this urgent medical need by creating a new endoscopy center with three procedure rooms. With the expansion, CRMC expects to perform an additional 1,000 endoscopic procedures annually to diagnose and treat diseases including colon cancer. This more than doubles the current number of procedures. Recruitment of additional gastroenterologists to perform these procedures is also under way.

### **Wound Care Close to Home**

Chronic wounds need a specialized approach for healing. Through a partnership with Healogics, the world's largest wound care management company, CRMC has established the Cortland Regional Wound Care Center, a new, comprehensive center offering specialized wound care. The Center is on track to heal more than 200 patients annually.

The wound care center team includes a dedicated physician with advanced training in wound management and hyperbaric oxygen therapy; nursing staff trained in the care of chronic wounds; technicians who perform non-invasive studies and various therapies; and experienced staff to assist with appointments, medical records, and health insurance processing.

### **Expert Oncology and Hematology Services**

Medical Oncology and Hematology Services at Cortland Regional Medical Center offers convenient, compassionate cancer treatment option close to home. CRMC collaborates with in-house and off-site medical experts in the fields of radiology, medical oncology, surgery, and radiation oncology to meet patients' needs. A specially trained nurse navigator coordinates patients' care from diagnosis and treatment to follow-up and support. A dedicated treatment and infusion room as well as a waiting area are designed for patient and family comfort. With the treatment room onsite at the medical center, patients can remain in one location for all related healthcare services, such as lab work and imaging.

### **Facts**

125 years in operation  
75,000 people served throughout Cortland County and parts of seven other surrounding counties  
More than 34,000 emergency and prompt care visits annually

More than 4,000 inpatient admissions annually  
More than 700 full time employees  
172 physicians  
165 full- and part-time RNs  
33 full- and part-time LPNs

## **SCOPE OF SERVICES**

Cortland Regional Medical Center will perform the following services, consisting of, but not limited to the following:

### **I. Student Physicals and General Care**

- a. To provide annual physical examinations for students in grades Kindergarten, two, four, seven and ten and to ensure examinations provided by student's private physician are adequate.
- b. To provide physical examinations for student work permits.
- c. To conduct examinations as a result of referrals by teachers or other staff members.
- d. To act as liaison between the District and the student's personal physician(s).
- e. To recommend the exclusion or readmission of pupils in connection with any infections or contagious disease.
- f. To assist the administration in determining appropriateness of special accommodations for children with bona fide medical needs, such as one-on-one monitors, door-to-door transportation, home instruction, chronic school absenteeism, school refusal, or behavioral and mental health concerns that pose a threat to a student or school.

### **II. Athletic Program**

- a. To examine participants in competitive sports per NY State Education regulations.
- b. To examine athletes after injury and/or severe illness to determine fitness for further competition.
- c. To serve as team physician in developing return to play protocols, athletic trainer oversight and emergency sideline management.
- d. To oversee the district's concussion management program.
- e. To develop standards for participation in physical education and interscholastic sports for athletes with special health care needs or disabling conditions.

### **III. Special Education**

- a. To conduct examinations as required for Committee on Special Education (CSE) student referrals/reviews.
- b. To participate as an active member of the CSE per Part 200 Regulations of the Commissioner.
- c. To be available as a consultant to CSE and liaison between the District and the student's personal physician(s).
- d. To attend those CSE meetings as required by State Regulations and requested by the District.

### **IV. Preventative Guidance**

Homer Central School District  
80 S West Road  
Homer, New York 13077

School Physician Services  
RFP NUMBER: RFP2016-116

- a. To survey sanitary and safety aspects of buildings and grounds at the request of the District.
- b. To provide in-service training in first aid, hygiene, and food handling at the request of the District.
- c. To provide consultative services in matters of health education, public health law and related medical problems, and emergency treatment procedures.

V. Health Service Personnel

- a. To be accessible by nursing staff during school hours for medical supervision and oversight.
- b. To assist administration in assessing nursing skills on an annual basis.
- c. To provide nursing staff with a Health Practice and Procedures manual, with standing orders updated and signed annually.

VI. Public Health

- a. To provide timely oversight to issues of public health concern.
- b. To be part of a crisis management team, such as pandemic planning, emergency sheltering or evacuation of students with special health care needs.
- c. To assist the administration with nursing staff development programs, parent education meetings, and policy development on matters pertaining to health and safety.
- d. To advise the district on the validity of requests for medical exemptions to vaccinations.
- e. To develop and update an Exposure Control Program for blood borne pathogens.

VII. Non-Instructional Personnel

- a. Provide Transportation personnel the initial employment exam within 4 weeks prior to the beginning of service.
- b. Provide Drug and Alcohol testing for all new Transportation personnel and on a quarterly basis.
- c. Provide Transportation personnel annual physical examinations as required by NYS DMV Article 19-A.
- d. Provide Transportation personnel a physical examination upon return to work following an absence for any reason of 60 or more consecutive calendar days.
- e. Review of semi-annual follow-up documentation obtained by Drivers diagnosed with Diabetes from their personal physician.
- f. Provide PPD/Mantoux testing, X-rays, audiometric testing and Hepatitis B vaccinations for those employees designated to receive them.

**MEETING OF THE BOARD OF EDUCATION OF THE  
HOMER CENTRAL SCHOOL DISTRICT  
IN THE COUNTIES OF CORTLAND, CAYUGA, ONONDAGA AND TOMPKINS, NEW YORK**

**April 18, 2016**

A regular meeting of the Board of Education of the Homer Central School District in the Counties of Cortland, Cayuga, Onondaga and Tompkins, New York was held at the Homer Elementary Cafeteria, Homer, New York, in said School District, on April 18, 2016, at 7:00 o'clock P.M. (Prevailing Time).

**There were present:**

Katharine Dwyer  
Michael Kilmer  
Joaquin Lira  
Luke M. Morenus, Vice President  
William Pedrick  
David Quinlan  
Levi Sutton  
Martin Sweeney  
Sonia Apker, President

**There were absent:**

**Also Present:**

Nancy S. Ruscio, Superintendent  
Michael Falls, Director of Business, Finance & Facilities III  
Kelli Yacavone, District Clerk

It was moved by \_\_\_\_\_, and seconded by Trustee \_\_\_\_\_,  
that the following resolution be adopted:

BE IT RESOLVED by this Board of Education as follows

**APPROVAL OF SCHOOL PHYSICIAN SERVICES PROPOSAL:**

WHEREAS, Proposals were solicited to local Doctors and Hospitals for School Physician Services, and

WHEREAS, Proposals were opened by Michael Falls, Director of Business, Finance and Facilities III, Kelli Yacavone, District Clerk, and Ms. Nancy S. Ruscio, District Superintendent, on April 12, 2016 at 3:00 pm in the office of the Superintendent.

NOW, THEREFORE, BE IT RESOLVED that the low proposal provided by:  
Cortland Regional Medical Center  
134 Homer Avenue  
Cortland, NY 13045

As outlined in RFP2016-116

\$27,500      July 1, 2016-June 30, 2017  
\$28,050      July 1, 2017-June 30, 2018  
\$28,611      July 1, 2018-June 30, 2019  
If contract extends beyond 2019, annual increase will be 2%

Be approved

Katharine Dwyer	Voting	_____
Michael Kilmer	Voting	_____
Joaquin Lira	Voting	_____
Luke Morenus, Vice President	Voting	_____
William Pedrick	Voting	_____
David Quinlan	Voting	_____
Levi Sutton	Voting	_____
Martin Sweeney	Voting	_____
Sonia Apker, President	Voting	_____

The resolution was declared Adopted/Rejected.

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