

Department of Veterans Affairs
Federal Supply Service
Authorized Federal Supply Schedule Price List
Effective Date: 10/1/2016

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The Internet address for GSA Advantage!™ is: www.GSAAdvantage.gov

**Federal Supply Schedule (FSS) 621 I
Professional & Allied Healthcare Staffing Services**

Product Service Code Q
Contract #: V797D-60671

For more information on ordering from Federal Supply Schedules click on the FSS Schedules at <http://www.fss.gsa.gov>

Contract Period: 10/01/2016 through 09/30/2021

America's Staffing Partner, Inc.

*167 North Commerce Way, Suite 110
Bethlehem, PA 18017*

www.americasstaffingpartner.com

Primary Contact: Jorge Cruz / jcruz@americasstaffingpartner.com
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Phone# (610) 625-2511

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Business Size: Small, Veteran Owned, 8(a) Certified
Data Universal Number System (DUNS) Number: 800220415
Central Contractor Registration (CCR) Cage Code: 4SEX8

Customer Information:

1. **Table of awarded special item number(s):**
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Contract No. V797D-60671 FSS Pricelist

SIN 621-	Description
039	Medical Assistant
046	Laboratory - Phlebotomist
051	Pharmacist Technician

2. **Maximum order:** \$1,000,000 per order.
3. **Minimum order:** No Minimum
4. **Geographic coverage (service area):** AZ, CA, FL, HI, NC, NJ, NV, NY, OH, PA, TN, TX, VA, and WA
5. **Prompt Payment Terms:** Within 10 days a 1% discount and NET 30 days
6. **Government Commercial Credit Card:** Yes, will accept cc orders at or above \$3,000. Starting October 1, 2015, the microthreshold is \$3,500 and company will accept orders at or above \$3,500.
7. **Ordering address:** 167 N. Commerce Way, Suite 110, Bethlehem, PA 18017
8. **Payment address:** 167 N. Commerce Way, Suite 110, Bethlehem, PA 18017
9. Prices shown herein are “net” ceiling prices-not to exceed rates. The net ceiling rates include malpractice insurance for non-personal services task-orders and **exclude travel and lodging**. Personal Services task-orders will also be accepted. **See page 3 of this price list.**
10. **Minimum Qualifications of Professionals:** See pages 4 through 5 of this price list.
11. **Medical Liability Insurance Limits:** \$1 million per occurrence; \$3 million aggregate.
12. For services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in the Federal Acquisition Regulation (FAR) 8.405-3.

Contract No. V797D-60671 FSS Pricelist

America's Staffing Partner, Inc. Not to Exceed Hourly Rates

SIN 621-	Position Description	FSS Net Ceiling Hourly Price
039	Medical Assistant	\$31.73
046	Laboratory - Phlebotomist	\$42.72
051	Pharmacist Technician	\$33.79

Note: Rates shown are ceiling rates, including malpractice insurance. The rates shown exclude lodging and transportation charges.

Shift Differentials:

Work Week: Sunday – Saturday

Overtime Rate(s): Overtime is 1.35x the normal hourly rate after a 40-hour work week.

Holiday Rate(s): Holiday rate is paid at 1.4x the normal hourly rate only when worked on Federal holidays.

On-Call Rate(s): On-Call rate is a flat \$5.00 per hour. The individual must carry a beeper or cell phone and remain within a 30-minute or 30-mile radius of the ordering facility. Phone consultations are included. When the provider is called back to work and out of “on-call” status, their normal hourly rate applies.

Call Back Rate(s): Minimum is 2 hours pay. If the placement is called back to the medical facility, the regular hourly base rate (Task Order) will be charged unless overtime is incurred (not inclusive of on-call time) due to 40 hours already worked. Overtime rate is charged at the overtime rate for hours the placement worked. Vendor call back rates will apply once individual is physically on-site and begins work.

Minimum Qualifications of Professionals

All non-physician professionals working on behalf of America's Staffing Partner, Inc. (ASP), will have successfully completed the education appropriate to their specialties and maintain unrestricted licensure to practice within the United States. If certification is offered in their specialty, ASP requires non-physician professionals to possess that certification. All non-physician professionals will meet or exceed the qualifications ordered by each facility.

Detailed Description per SIN:

621-039 Medical Assistant/Medical Administrative

The Medical Assistant assists physicians in examination and treatment of patients, and performs clerical tasks related to administration of office. Prepares treatment rooms for examination of patient. Interviews patient and checks pulse, temperature, blood pressure, weight, and height. Drapes patient with covering and positions instruments and equipment. Hands instruments and materials to doctor as directed. Collects and prepares specimens for shipment to medical laboratories. Takes electrocardiograms. Telephones prescriptions to pharmacy, and authorizes refills as directed. Schedules appointments; arranges for hospital admission and laboratory services; receives money for bills; completes insurance forms; maintains financial records; and records and files patient charts and medical records. May use word processor and personal computer to perform administrative duties.

The Medical Administrative follows a number of specific procedures in completing several repetitive clerical steps performed in a medical environment, such as receiving patients, answering phones, coding and filing documents, simple posting to individual accounts, opening mail, running mail through metering machines, and calculating and posting charges to departmental accounts.

Education: High school diploma or equivalent; additionally, for Medical Assistants, completion of a one-year program granting a certificate or diploma is required.
Certification: Medical Assistant requires certification from the American Association of Medical Assistants. None required for Medical Administrative.
Licensure: Not required.
Experience: At least one year.
ACLS: Not required.
BCLS: Required.

621-046 Phlebotomist

Draws blood samples from people of all ages by venipuncture, skin puncture, or arterial collection as needed for medical tests and blood donations. Observes safety precautions to prevent the transmission of infectious diseases. Adheres to strict policies and procedures accurately and efficiently while treating the patient with care. Reports results and maintains records of samples drawn.

Education: Minimum education would be a bachelor's degree in phlebotomy, medical technology, or one of the life sciences from an institution accredited by the National Accrediting Agency for Clinical Laboratory Sciences.
Certification: As required by state.
Licensure: As required by state.
Experience: At least one year.
ACLS: Not required.
BCLS: Not required.

621-051 Pharmacy Technician

Prepares and dispenses medications and maintains related records for patients in hospital or clinic under supervision of pharmacist. Prepares, packages, labels, and distributes medication doses prescribed by physician. Maintains patient medication profile records, utilizing computer. Maintains inventories of drugs and supplies, performing such duties as placing drug and supply orders with vendors, stocking shelves, rotating stock, and checking expiration date of pharmaceuticals.

Education: High school diploma required, as well as completion of an internship, academic course of study, or on-the-job training program as a pharmacy technician.

Certification: Current certification from the Pharmacy Technician Certification Board required.

Licensure: None required.

Experience: At least one year.

ACLS: Not required.

BCLS: Not required.