

**Department of Veterans Affairs
Federal Supply Service
Authorized Federal Supply Schedule Price List**

Modified as of September 15, 2009

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 <http://gsaadvantage.gov>.

**Federal Supply Schedule 621 I for
Professional and Allied Healthcare Staffing Services**

**Product Service Code Q
Contract Number: V797P-7044a**

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

Contract Period: February 23, 2006 through February, 22, 2011

Contractor: Master Staffing, Inc.

310 East Colorado St, Suite 206
Glendale, CA 91205
Phone: 818-244-3188
Fax: 818-244-8599

www.master-staffing.com

Contract Administrator: May Mallari, Owner and CEO
Email: maymallari@master-staffing.com

Alternative Contact: Monette Punzalan, Administrator
Email: staffing.dept@master-staffing.com

Business Size: Small, Woman Owned

Data Universal Number System (DUNS) Number: 36-424-5006

**Contractor is registered in Central Contractor Registration database
CCR Reference#:** 47MG3



Customer Information

1. Awarded Special Item Number(s):

621-025	(RN)	Registered Nurse (Specialized, ICU)
621-025	(RN)	Registered Nurse (General, Med Surg)
621-038	(LVN)	Licensed Practical/Vocational Nurse
621-040	(CNA)	Nurse Assistant Certified/Registered

2. Maximum Order Threshold: \$1,000,000.00 per order

3. Minimum Order/Assignment:

Travelers	Thirteen (13) thirty-six (36) hour weeks
Per Diem/Supplemental Staff	Two (2) eight (8) hour days

4. Geographic Coverage Area: California

5. Prompt Payment Terms and Discounts: 1% Discount within 7 days
Net 30 days from receipt of invoice

6. Government Commercial Credit Card: \$2,500

7. Ordering Address: Master Staffing, Inc.
310 E. Colorado St, Suite 206
Glendale, CA 91205

8. Payment Address: Master Staffing, Inc.
310 E. Colorado St, Suite 206
Glendale, CA 91205

9. Prices shown here are “net” ceiling prices not to exceed rates. The net ceiling rates include malpractice insurance for non-personnel services task orders and **exclude travel and lodging.** Personal services task orders will also be accepted. See page 4 of this price list.

10. Minimum Qualifications of Professionals: See pages 5 through 8 of this price list.

11. Medical Liability Insurance: \$2 million per occurrence
\$4 million aggregate



12. Ordering Procedures: For services, the ordering procedures, information on Blanket purchase Agreements (BPAs) are found in the Federal Acquisition Regulation (FAR) 8.405-3.

- Facility shall call Master Staffing, Inc. on a daily basis for verbal submission/confirmation **or** fax Master Staffing, Inc. a hard copy of their daily/weekly needs.
- Facility shall call on a regular basis to submit orders, however, it is best to submit a week's work (preferable a week before that initial week starts) in order to fully find suitable matches that fit the facilities' needs.
- When working on a daily basis, facility shall submit orders for the evening shifts 3pm-11pm and 11pm-7am (eight hour shift) and 7pm-7am (twelve hour shift) in the morning throughout the mid afternoon prior to the confirmation time, four (4) hours before the shift starts. It is best to relay all the needs in the morning before 12 noon. Facility shall submit orders for the morning shifts 7am-3pm (eight hour shift) and 7am-7pm (twelve hour shift) the day before the initial morning date of work.



Master Staffing, Inc. Not to Exceed Hourly Rates

Special Item Number	Position Description	FSS Net Ceiling Hourly Price
621-025	(RN) Registered Nurse (Specialized, ICU)	\$51.00
621-025	(RN) Registered Nurse (General, Med Surg)	\$48.00
621-038	(LPVN) License Practical/Vocational Nurse	\$35.00
621-040	(CNA) Nurse Assistant Certified/Registered	\$24.00

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

Shift Differentials: The shifts are composed of two (2) types: eight (8) hour shifts (7am-3pm; 11pm-7am) and twelve (12) hour shifts (7am-7pm; 7pm-7am). A Change Nurse gets billed \$2.00 extra per hour upon the start of the shift. Weekday overnight is defined as Monday through Friday, close of business, which opens then the next day. Weekend on-call is defined as a twenty-four (24) hour period from either Saturday at 7:00am through Sunday at 7:00am or Sunday at 7:00am through Monday at 7am.

Work Week: Sunday at 12:00am through Saturday at 11:59pm

Overtime Rate(s): The overtime rate is 1.4 times the hourly rate and consistent with all state and local labor laws. Double time is the rate applied after twelve (12) hour shifts at 1.8 times the hourly rate and consistent with state and local labor laws.

Holiday Rate(s): Holiday hours shall be billed at 150% of the hourly rate. The following are observed public holidays, computed on time and one half. The holidays include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

On-Call Rate(s): Defined as a twenty-four (24) hour period Saturday at 7:00am through Sunday at 7:00 am, weekday/overnight. A beeper number, a cell number, or any means of contact must be provided. Provider must remain within a thirty (30) minute radius of the facility while on On-Call status. On-Call rate of 10% of base pay is to be paid for the entire period while on On-Call status.

Call Back Rate(s): If a provider is called back to the facility to work, the regular hourly rate will apply unless overtime is being incurred. Overtime occurs when a provider has already worked forty (40) hours in that work week, over twelve (12) hours/full shift that day he/she is called back. 1.4 times the regular rate if overtime is being incurred.



Minimum Qualifications of Personnel

SIN#: 621-025 (RN) Registered Nurse (General, Med Surg)	
Years of Experience in specialty:	At least one year Acute Care experience in Medical-Surgical nursing.
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Diploma in Nursing
Certification:	Certified and validated from the California State Board of Registered Nursing Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card

SIN#: 621-025 (RN) Registered Nurse (Specialized, ICU)	
Years of Experience in specialty:	At least one year of Acute Critical Care Experience
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Diploma in Nursing
Certification:	Certified and validated from the California State Board of Registered Nursing Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card• (ACLS) Advanced Cardiovascular Life Support Program



SIN#: 621-025 (RN) Registered Nurse (Specialized, ER, OR)	
Years of Experience in specialty:	At least one year of Acute Emergency Department experience At least one year of Surgical scrub experience in an acute care hospital or outpatient surgery center setting
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Diploma in Nursing
Certification:	Certified and validated from the California State Board of Registered Nursing Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card• (ACLS) Advanced Cardiovascular Life Support Program• (PALS) Pediatric Advanced Life Support Program

SIN#: 621-025 (RN) Registered Nurse (Specialized, NICU, L&D)	
Years of Experience in specialty:	At least one year of Acute Neonatal Intensive Care Unit experience At least one year of neonatal experience in Labor and Delivery Department
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Diploma in Nursing
Certification:	Certified and validated from the California State Board of Registered Nursing Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card• (ACLS) Advanced Cardiovascular Life Support Program• (NRP) Neonatal Resuscitation Program Provider• (NALS) Neonatal Advanced Life Support Program• (PALS) Pediatric Advanced Life Support Program



SIN#: 621-038 (LPN/LVN) License Practical/Vocational Nurse	
Years of Experience in specialty:	At least one year of experience as an LVN in an acute care setting hospital or facility.
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Diploma in Nursing
Certification:	Certified and validated from the California State Board of Vocational Nursing and Psychiatric Technician Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card

SIN#: 621-025 (CNA) Nurse Assistant Certified/Registered	
Years of Experience in specialty:	At least six months of experience in an acute care setting and one year experience in long term care setting
Minimum Education:	Must be a graduate of an accredited school of Nursing with a Bachelor of Science in Nursing or Associate Degree in Nursing
Certification:	Certified and validated from the California Department of Health Services Must be a holder of the following certifications issued by the American Heart Association: <ul style="list-style-type: none">• (BCLS) Basic Cardiac Life Support and/or• (CPR) Cardio-Pulmonary Resuscitation Card



Additional Minimum Requirements of Personnel

Knowledge and Skills

- Completed skills checklist
- Annual Competencies, including HIPAA and National Patients Safety Test
- Employee Basic Safety Orientation
- Annual Safety Training Quiz

Health

- Annual physical evaluation and clearance
- Annual negative PPD test or clear chest x-ray
- Evidence of immunity to measles, mumps, rubella, and varicella
- Hepatitis B vaccination or signed declination
- Influenza vaccination or signed declination
- 10-panel drug screen clearance

Administrative

- Demonstrated ability to fluently speak, understand, read, and write the English language
- Curriculum Vitae/Resume
- Completed I-9 documentation demonstrating eligibility to work in the U.S.
- Office of Inspector General (OIG) Check
- Excluded Parties List System Check
- KROLL Background Check
- At least two current references reflecting current professional practice
- Signed acknowledgements showing receipt of information regarding confidentiality and privacy; abuse and neglect recognition and reporting; and professional accountability and conduct