

DEPARTMENT OF VETERANS AFFAIRS

FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

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://www.GSAAdvantage.gov>

**FEDERAL SUPPLY SCHEDULE 621I PROFESSIONAL AND ALLIED
HEALTHCARE STAFFING SERVICES**

PRODUCT SERVICE CODE: Q

CONTRACT NUMBER: V797P-7082A Modification # P00012

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

CONTRACT PERIOD: 1/1/2007 through 12/31/2016

CONTRACTOR:

HealthStaff, Inc.

1915 Huguenot Rd. Ste. 104
Richmond, VA 23235
Ph: 804-897-2346
Fax:804-897-2379
Web address: www.healthstaffinc.com

CONTRACT ADMINISTRATION SOURCE: Sharon Nowery,
Contracting Officer
Ph:800-844-0559
Fax:804-897-2379
Email: office@healthstaffinc.com

BUSINESS SIZE: Small, Woman-owned

DUNS NUMBER: 042624887

CCR REGISTRATION: Contractor is registered in the CCR database#: 310J2

CUSTOMER INFORMATION:

- 1) Federal Supply Schedule 621 I, Professional Medical Healthcare Services. Awarded special item number(s): **621-025, 621-038 and 621-040.**
- 2) Maximum Order: Threshold: \$1,000,000.00 per line item.
- 3) Minimum Order: Per Diem - Four (4) hours
Travel - One (1) week
- 4) Geographic Coverage Area: Commonwealth of Virginia.
- 5) Discounts: Prices include all applicable fees for services provided and terms are Net 30 days from receipt of invoice. Discounts are not offered under this contract.
- 6) Prompt Payment Terms: Invoice terms are Net 30 days from receipt of invoice. All invoices not paid within 45 days are considered past due. HealthStaff, Inc. will invoice governmental facility weekly for services provided. The billing week begins with the 7:00AM shift Sunday and ends with the 11:00PM shift Saturday.
- 7) Government purchase cards are accepted up to the micro purchase threshold.
- 8) **Ordering Address:**

HEALTHSTAFF, INC.

Attn. Sharon Nowery
1915 Huguenot Rd. Ste. 104
Richmond, VA 23235
Phone: 804-897-2346
Fax: 804-897-2379
Email: Sharon Nowery at sharon.nowery@healthstaffinc.com

9) **Payment Address:**

HEALTHSTAFF, INC.

1915 Huguenot Rd. Ste. 104
Richmond, VA 23235

11. Rates:

Prices shown herein are net ceiling rates, including malpractice insurance, but excluding travel, lodging and per diem expenses.
Net Prices are per hour for SIN number shown.

SIN #	Description	Regular	On Call
621-025	Registered Nurse, General	60.56	6.00
621-025	Registered Nurse, Specialty	60.56	6.00
621-038	Licensed Practical Nurse	39.68	6.00
621-040	Certified Nurse Assistant	19.84	

MINIMUM QUALIFICATIONS OF PROFESSIONALS

621-025 - Registered Nurse, General

Practice of safe and ethical nursing care within the scope of profession. Graduate of an accredited School of Nursing. Currently licensed as a Registered Nurse. Education at the graduate level preferred. At least one year's experience as an RN within the last three (3) years.

621-025 - Registered Nurse, Specialty

Practice of safe and ethical nursing care within the scope of profession. Graduate of an accredited School of Nursing. Currently licensed as a Registered Nurse by the state in which the nurse practices. At least one year's supervised experience as an RN within the last three (3) years and at least one year of experience in the contract area of specialty.

621-038 - Licensed Practical/Vocational Nurse

Practice of safe and ethical nursing care within the scope of profession. Graduate of an accredited School of Practical/Vocational Nursing. Currently licensed as a Practical/Vocational Nurse by the state in which the nurse practices. At least one year's experience as an LPN within the last three (3) years.

621-040 - Certified Registered Nurse Assistant

Practice of safe and ethical nursing care within the scope of profession. High School graduate or GED required. Certified by state in which Nursing Assistant practices. At least one year's supervised experience as a Nursing Assistant (Nurse Aide, Orderly, Attendant) within the last three (3) years.

1. **Professional Liability Insurance:** Two million (\$2,000,000) per occurrence, six million (\$6,000,000) aggregate.
2. **Ordering Procedures:** For services, the ordering procedures are found in Federal Acquisition Regulation (FAR) 8.405-3.
3. **Overtime:** 1.4 times the hourly rate for all hours worked in excess of 40 hours a week or beyond 12 hours a day.
4. **Shift Differentials:** None
5. **Call back:** Call back rates are billed at the regular hourly rate.
6. **On-call:** On call employees will be required to have a pager or cell phone with them at all times when they are on call and answer all calls from the governmental facility. They must not be more than thirty (30) miles from the facility where they are scheduled to be on call and they must arrive back at the facility within thirty (30) minutes of being called back to work by the governmental facility. Minimum time to be charged to governmental facility for an employee called back to facility is one (1) hour.
7. **Workweek:** Sunday to Saturday
8. **Background Investigations:** Includes OIG to check for exclusion lists, malpractice or license revocation, criminal background check and previous employment verification.