



# REQUEST FOR LETTERS OF INTEREST:

## ***Medical Consultant***

**Release date: July 24, 2024**

**Letter of Interest due: August 14, 2024**

**Anticipated service start: September 16, 2024**

**Issued by:**

Behavioral Health System Baltimore, Inc.  
100 South Charles Street, Tower II, 8<sup>th</sup> Floor  
Baltimore, Maryland 21201

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# REQUEST FOR LETTERS OF INTEREST (RFLOI):

## ***Medical Consultant***

### **I. Overview of the Project**

#### **A. OVERVIEW OF BHSB**

Behavioral Health System Baltimore (BHSB), the local behavioral health authority for Baltimore City, is a non-profit organization that manages the public behavioral health system. In this capacity, BHSB oversees a network of predominantly private, non-profit providers that deliver services to over 77,000 Baltimore City residents. BHSB partners closely with Baltimore City and the State of Maryland to build an efficient and responsive system that comprehensively addresses mental illness and substance use and meets the needs of the whole person.

BHSB is committed to enhancing the behavioral health and wellness of individuals, families, and communities through:

- The promotion of behavioral health and wellness prevention, early intervention, treatment, and recovery;
- The creation and leadership of an integrated network of providers that promotes universal access to comprehensive, data-driven services; and
- Advocacy and leadership of behavioral health-related efforts to align resources, programs, and policy.

BHSB is committed to promoting behavioral health equity in Baltimore City by ensuring that the behavioral health provider network is culturally and linguistically responsive to the diverse populations served, reducing behavioral health care access barriers for populations known to experience discrimination and marginalization; and supporting communities directly to develop services that are responsive to their unique strengths and needs.

#### **B. OVERVIEW OF PROJECT**

As the local behavioral health authority for Baltimore City, BHSB manages the continuum of publicly funded behavioral health services. Some of the functions assigned to BHSB require medical consultation to lend expertise and guidance to support the delivery of services to individuals with severe mental illness and substance use disorders.

BHSB maintains a hybrid work environment with remote, office-based and community-based work activities. The medical consultation services will primarily be remote.

## C. SCOPE OF SERVICE

The Medical Consultant provides medical consultation services for the following three (3) areas of BHSB's work.

1. **Baltimore City Capitation Project ("Capitation")** (up to 12 hours per month)

Provide medical consultation to BHSB's Clinical Services Team and the Capitation providers, as requested by BHSB. Specific activities may include:

- Consult with BHSB to discuss referrals, risk management, program strengths and needs, and other areas that require medical consultation.
- Consult with BHSB to conduct a weekly clinical review of high-risk reports and provision corresponding recommendations to support risk management.
- Consult with BHSB and capitation providers to develop treatment recommendations and quality improvement activities.
- Facilitate morbidity and mortality reviews of consumer deaths.
- Review Capitation providers' reports of sentinel events and consult with BHSB to determine and implement appropriate follow-up.
- Participate in clinical case conferences.
- Attend quarterly meetings with the Behavioral Health Administration (BHA), BHSB, and Capitation providers.
- Conduct training for Capitation provider staff as requested by BHSB.

2. **Accountability Department** (up to 4 hours per month)

Provide medical consultation at the BHSB Accountability Department's request. Specific activities may include:

- Review complaints and critical incidents as requested by the Investigations Team and provide consultation to 1) determine how to respond to the specific situation and 2) identify opportunities to share learning that emerges from investigations with BHSB and the provider network to advance compliance and enhance quality of service delivery.
- Review audit documentation as requested by the Quality Team and provide consultation to 1) determine how to document findings and 2) identify opportunities to share the learning that emerges from BHSB's auditing activities to advance compliance and enhance the quality of service delivery.
- Review performance improvement plans as requested by the Accountability Department and provide consultation to 1) determine how to respond to the specific situation and 2) identify

opportunities to share the learning that emerges from investigations to advance compliance and enhance quality of service delivery.

- Review data sources (including peer review articles) and other relevant tools as requested by the Accountability Department and provide consultation to 1) guide an understanding of the systematic measurement and monitoring of key indicators to determine the quality of targeted behavioral health services and 2) support the identification of specific qualitative and quantitative evaluation indicators needed in order to reveal the needs of marginalized social groups and promote behavioral health equity.

### 3. **Harm Reduction** (up to 3 hours per year)

Sign a standing order from BHSB's Harm Reduction team for prescribing and dispensing naloxone, per the Overdose Response Programs (ORP) protocol, as administered by the Maryland Department of Health (MDH). At intervals required by MDH; review, revise, approve, and sign the standing order, Local Healthcare Provider Agreement, and Naloxone Dispensing Protocol, as prepared by BHSB. Meet with BHSB staff as needed to advise on the daily operations of BHSB's ORP.

## **D. FUNDING AVAILABILITY**

The consultant will be reimbursed at a rate of \$150 per hour, not to exceed the total contract amount of \$29,250. Hours exceeding this limit for each area of work, additional specific activities, or additional areas of work, must be pre-approved by the BHSB Program Lead.

## **II. Overview of Request for Letters of Interest**

### **A. APPLICANT ELIGIBILITY**

Applicants must meet all the criteria outlined below to be selected through this RFLOI process:

- M.D. and completed specialty training in psychiatry
- Board certification in psychiatry and either addictions psychiatry or ABPM (American Board of Preventive Medicine) addictions certification is preferred
- License to practice medicine in Maryland
- Minimum three (3) years clinical experience. Administrative experience is preferred
- Knowledge of Maryland's public behavioral health system and behavioral health services in Baltimore City is preferred

## B. TIMEFRAME AND REQUIREMENTS

### 1. Timeline

Release date:	July 24, 2024
Letter of Interest and required documents due:	August 14, 2024
Anticipated service start:	September 16, 2024

### 2. Letters of Interest Due Date, Time, and Contact

All applicants will submit the following required documents to [Procurements@BHSBaltimore.org](mailto:Procurements@BHSBaltimore.org) by **August 14, 2024**:

- Cover letter
- CV
- Active medical license with no restrictions

### 3. Interviews

The selection process may include 1-2 interviews.

### 4. Authorized Contact

The authorized contact person for all matters concerning this RFLOI is Lynn Mumma.

Lynn Mumma, Vice President, Operations and Chief Operating Officer  
Behavioral Health System Baltimore, Inc.  
100 South Charles Street, Tower II, 8<sup>th</sup> Floor  
Baltimore, MD 21201  
Email: [Procurements@BHSBaltimore.org](mailto:Procurements@BHSBaltimore.org)

**4. Anticipated Service Term:** September 16, 2024-June 30, 2025, with the possibility of subsequent contract renewals.

## C. AWARD OF CONTRACT

The submission of a letter of interest does not, in any way, guarantee selection. BHSB is not responsible for any costs incurred related to the preparation of an application in response to this RFLOI.

## D. RFLOI POSTPONEMENT/CANCELLATION

BHSB reserves the right to postpone or cancel this RFLOI, in whole or in part.