



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: January 5, 2012

HSS 11 094

NUTRITION COUNSELING SERVICES FOR PRECONCEPTION  
AND PRENATAL WOMEN

FOR

DIVISION OF PUBLIC HEALTH

Date Due: January 18, 2012  
11:00AM

ADDENDUM # 3

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART  
OF THE ABOVE MENTIONED BID. Additional  
questions and answers.

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## RFP HSS 11 094 Additional Questions and Answers January 5, 2012

1. What are the current medical vendor site *locations* for this program? We understand who the current medical vendors are, but how many physical sites need to be provided nutrition counseling services under this contract?

Answer: There are 19 HWHB provider sites but Westside has a nutritionist on staff. Sites are listed below.

- **Bear:**
  - **Westside Family Healthcare**  
404 Fox Hunt Drive, Bear, DE 19701  
[Get Driving Directions](#)  
(302) 836-2864
  
- **Newark:**
  - **CCHS: Christiana Hospital**  
4755 Ogletown-Stanton Rd, Newark, DE 19718  
[Get Driving Directions](#)  
(302) 733-6510
  
  - **Children and Families First: Brookside Plaza**  
27 Marrows Road, Newark, DE 19713  
Patients under age 20  
[Get Driving Directions](#)  
(302) 658-6134
  
  - **Delaware Planned Parenthood**  
140 E. Delaware Ave., Newark, DE 19711  
[Get Driving Directions](#)  
(302) 731-7801
  
  - **St. Francis Hospital - Center of Hope**  
1220 Capitol Trail, Newark, DE 19711  
[Get Driving Directions](#)  
(302) 369-9370
  
  - **Westside Family Healthcare**  
27 Marrows Road, Newark, DE 19713  
[Get Driving Directions](#)  
(302) 455-0900

- **Wilmington:**
- **Brandywine Women's Health Associates/Dr. Cecil C. Gordon, Jr.**  
611 West 18th St., Wilmington, DE 19802  
[Get Driving Directions](#)  
(302) 658-3331
- **CCHS: Wilmington Hospital**  
501 W. 14th St., Wilmington, DE 19801  
[Get Driving Directions](#)  
(302) 428-4414
- **Children and Families First**  
1802 West 4th St., Wilmington, DE 19805  
Patients under age 20  
[Get Driving Directions](#)  
(302) 658-6134
- **Children and Families First**  
2005 Baynard Blvd., Wilmington, DE 19801  
Patients under age 20  
[Get Driving Directions](#)  
(302) 658-6134
- **Delaware Planned Parenthood**  
625 Shipley St., Wilmington, DE 19801  
[Get Driving Directions](#)  
(302) 655-7293
- **St. Francis Hospital - Tiny Steps Program**  
701 N. Clayton St., Wilmington, DE 19801  
[Get Driving Directions](#)  
(302) 575-8040
- **Westside Family Healthcare**  
1802 West 4th Street, Wilmington, DE 19805  
[Get Driving Directions](#)  
(302) 655-5822
- **Westside Family Healthcare**  
908 - B East 16th Street, Wilmington, DE 19802  
[Get Driving Directions](#)  
(302) 575-1414

- **Dover:**

- **Children and Families First**

- 91 Wolf Creek Blvd., Dover, DE 19901

- Patients under age 20

- [Get Driving Directions](#)

- (800) 220-3092

- **Delaware Planned Parenthood**

- 805 S. Governor's Ave, Dover, DE 19901

- [Get Driving Directions](#)

- (302) 678-5200

- **Westside Family Healthcare**

- 1020 Forest Avenue, Dover, DE 19901

- Monday & Wednesday

- [Get Driving Directions](#)

- (302) 678-4622

- **Georgetown:**

- **La Red Health Center**

- 505-A West Market St., Georgetown, DE 19947

- [Get Driving Directions](#)

- (302) 855-1233

- **Seaford:**

- La Red Health Center**

- 1340 Middleford Road, Seaford, DE 19973

- [Get Driving Directions](#)

- (302) 628-7752

2. What is the State's current or anticipated *average* reimbursement rate and *unit* per nutrition counseling session? We understand there is a range of reimbursement from \$5.50 to \$44.00 per session. But, what is a session/unit? Normally the service unit is a 15 minute block, is this correct?

Answer: A service unit of 15-20 minutes is fine.

3. Who is going to bill the insurance companies? Is this a contractor or DPH function?

Answer: The contractor would do this.

4. Will the dietitians providing nutrition services at each site have onsite medical data access and data entry capacity into the vendors' medical records and DPH's newborn screening form?

Answer: Yes

5. Are there written directions on how to complete the Monthly Usage Report form found in Appendix H? What data must be collected *daily or weekly from each site* by the contractor or its employees in order to complete this monthly report form? It is not clear how the contractor is to complete this important form.

Answer: Instructions on how to fill out this form will be provided to the successful bidder. This will include what data will need to be collected from each site.

6. What website is to be used to reach the medical vendors and clients? Will we utilize the healthywomende.com website for this communication purpose?

Answer: There will be no need to use the website. The patients will be referred by the medical vendors directly to the nutritionist.

7. May funds be budgeted in this proposal contract for updating the healthywomende.com website for marketing the program to clients and communicating to medical vendors?

Answer: No. The program is open to working with the nutritionist to include information on nutrition services on the website.

8. We noticed that health and wellness tips and resources are needed on the current site. This section is currently listed as "Coming Soon". Will there be a prenatal nutrition component to this section of the site? Does the State see the expansion of this website as part of this RFP?

Answer: The Prevention and Education Committee continues to work on improving the website and would be receptive to input for developing the health and wellness section. The expansion of the website is not part of the RFP.

9. What support and marketing role will DPH have to each vendor regarding the nutritional counseling at each site location?

Answer: There is a quarterly meeting that all vendors attend. The nutritionist will be introduced to the vendors at this meeting so that they can work together. The program is willing to work with the nutritionist on developing promotional materials.