

**REQUEST FOR PROPOSALS FOR RFP18-004**

**OFFICIAL MEDICAL PROVIDER FOR WESTERN ATHLETICS**

The Missouri Western Department of Athletics considers athletics to be an integral part of the University. Therefore, it is vital for our staff and our student-athletes to create and maintain a “Culture of Excellence.” We are committed to academic success, athletic competitiveness, social responsibility, and NCAA rules compliance. Simply put, our mission is “Graduating Champions.”

**Academic Success**

The student-athlete is a representative of the general student body, with like academic qualifications and educational goals. The individual's rights and pursuit of academic success will not be compromised by the desire to conduct a successful athletics programs. Participation in intercollegiate athletics compliments the student's formal education and leads to the total development of a well-rounded, more enlightened individual.

**Athletic Competitiveness**

The student-athlete will be provided with exemplary leadership, appropriate facilities and services, and the opportunity to compete at the highest level of intercollegiate competition at the NCAA Division II level. We are responsible to provide realistic opportunities for our athletic teams to compete for conference and national championships.

*2016-17*

*- Softball: NCAA Championships Qualifier*

*- M. Golf: NCAA Championships Qualifier*

*- W. Golf: NCAA Championships Qualifier*

*-Baseball: NCAA Championships Qualifier*

*- 2016 MIAA Champions in Women’s Basketball and Softball*

*- 2016 W. Golf: NCAA Championship Qualifier*

**Social Responsibility**

The Department of Intercollegiate Athletics serves as the front porch for Missouri Western State University. We understand our relationship with the campus and St. Joseph hinge upon our commitment to be active and engaged citizens. We recognize our obligation to serve as a concerned and committed partner in community life. Many of our staff members serve on local and regional boards, while all of our student-athletes are involved in community service projects.

*2016-17*

*- Raised over $3,000 for Make-A-Wish Foundation*

*- Collected funds for the United Way Drive*

*- Participated in “Night out on the Griffs” – Child care for parents during holidays*

*- Donated to the Second Harvest Food Bank*

*- Involved in middle and elementary schools*

**NCAA Rules Compliance**

Integrity and commitment to NCAA rules are essential to intercollegiate athletics. Administrators, coaches, and student-athletes, in concert with all the members of the University community, must share a total commitment to abiding by the rules and regulations of the NCAA. Missouri Western takes the position that every person associated with the Athletics Department should take responsibility for the institution to comply with NCAA rules and regulations. Western has established and will continue to develop policies and procedures that will ensure adherence to NCAA rules.

2016-17

*- Model Compliance Program – NCAA On-campus Review*

This Request for Proposals (RFP) is for interested and qualified parties to become the “Official Medical Provider for Western Athletics.” Western Athletics is seeking a three (3) year commitment beginning August 1, 2017 until July 31, 2020. Proposals submitted will be evaluated in their entirety and no line items within the RFP will be awarded if a party submits a proposal that satisfactory addresses the needs of Western Athletics.

The medical provider awarded the RFP will be allowed to market itself as the “Official Medical Provider for Western Athletics.” The selected medical provider should exhibit integrity and commitment to quality. This partnership will demonstrate good will within the region. The partner will be recognized as a supporter of higher education and the opportunities that athletics provides to future leaders.

1. **MEDICAL SERVICES**
   * 1. Provide an Orthopedic Surgeon, preferred fellowship trained in Sports Medicine, with at least 3 years of experience as a team physician, to be the Director of Medical Services.
     2. Provide Primary Care Physician, preferred training in Sports Medicine to assist in overseeing the overall wellness of all student-athletes.
     3. Provide a complete multi-specialty pre-participation physical examination for all student-athletes at no cost to the student-athlete.
     4. Provide cardiovascular testing for all student-athletes at no cost to student athletes. Testing protocol can be discussed with team physicians.
     5. Provide a post-eligibility physical examination on all athletes at no cost within 60 days of the completion of the student-athletes last athletic event.
     6. Cover all home football games with both Orthopedic and a Primary Care Team Physician on the sidelines. All away football games to be covered by either an Orthopedic Surgeon or Physician of the MWSU Medical Team.
     7. Cover all home Men’s & Women’s basketball games with a Team Physician present to do pre- and post-game examinations.
     8. Be on call during home women’s soccer, baseball, softball cross country, and track/field events. Being on call being defined as readily available via phone call for consulting, as well as able to provide medical care on site if needed.
     9. Provide a weekly on-site training room clinic to handle minor injuries and follow-up visits of injured student-athletes during the school year. Coverage should include:
2. Daily coverage during pre-season football by Orthopedic Surgeon.
3. Orthopedic clinic coverage by team physicians once a week during the school calendar unless cancelled by MWSU’s Head Athletic Trainer.
4. Family Practice coverage once a week during the school calendar unless cancelled by MWSU’s Head Athletic Trainer.
   * 1. Provide physician to cover pre- and post-competition for all special athletic events sponsored or hosted by MWSU. This includes both on campus and off-campus which may include MIAA and/or NCAA Championships.

* + 1. Provide priority scheduling [same day scheduling] for all MWSU student-athletes as directed by the MWSU Sports Medicine Staff. This includes Family Practice, Orthopedics, Radiology, Out-Patient Surgery, and Rehabilitation. This includes a daily MRI reserved for MWSU Sports Medicine usage.
    2. Maintain a Medical Advisory Staff referral network of physicians in all medical disciplines that would handle a situation with a MWSU student-athlete in a timely manner.
    3. The designated Medical Director will evaluate and maintain, with assistance from MWSU Sports Medicine Staff, a protocol manual for the MWSU Athletic Training Staff that includes, but not limited to prevention, evaluation, treatment, and rehabilitation of the student-athletes. This would include organizational staffing, documentation, notes, standing orders, and referral procedures. All material in the manual will be signed annually by the team physicians and MWSU Athletic Training Staff. All information contained will be in compliance with the NCAA and represent the current professional standards sports medicine in dealing with the student-athlete.
    4. Work in conjunction with MWSU Sports Medicine to coordinate 3rd party billing practices currently utilized by MWSU Sports Medicine
    5. Provide annual in-service training for EMT’s and the MWSU Sports Medicine Staff, including free CEU’s for eligible programs.

1. **SUPPORT SERVICES**
   * 1. Provide two (2) NATA Certified Athletic Trainer to be used at MWSU and under the direction of the Head Athletic Trainer at MWSU. Scope of responsibility will be to assist Missouri Western in athletic training duties only. MWSU request final personnel decisions of individual hired.

* + 1. Provide funding for one (1) part-time employee to assist in athletic training services
    2. Provide a Physical Therapist, with a current Missouri license, to work with the Head Athletic Trainer. The Physical Therapist will work with the Team Physicians and Head Athletic Trainer to setup the rehabilitation program, review progress, and provide documentation for insurance purposes.
    3. Provide 40 free drug tests per year. As well as drug tests at cost for any further drug testing that may be requested.
    4. Develop a plan for issuing the MWSU student-athlete prescription drugs when prescribed by the Team Physicians. Including annual reverie of use of prescription drugs and supplements.
    5. Provide up to date pricing plan to include charges for both in-patient and out-patient services. This pricing plan must meet all regulations as established by federal and state governing medical bodies. This will include cost reducing strategies for student-athletes with No Health Insurance that MWSU is fiscally responsible for.
    6. Provide a direct contact in billing department to work with MWSU Sports Medicine arrangement of medical bills and payments.
    7. Provide $20,000 in cash per year for equipment and other purchases intended to enhance the health and welfare of the MWSU Student-Athletes.



**PRICING SHEET FOR FB18-004**

**OFFICIAL MEDICAL PROVIDER FOR WESTERN ATHLETICS**

Proposals may not be accepted if the RFP number is not on the outside of the envelope.

RFP should be submitted no later than Thursday, June 22, 2017, 2:00 p.m. central time to:

**Missouri Western State University**

**Purchasing, Popplewell Hall 221**

**4525 Downs Drive**

**St. Joseph, MO 64507**

Final decisions will be based on the Review Selection committee’s assessment of the best use of limited dollars and potential return on investment. For your proposal to be considered, please show in detail how you would meet our needs.

Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Return this sheet with your proposal. Include any addendum(s) with your initials.

All questions should be directed to Purchasing Manager, Kelly Sloan, (816) 271-4465, [purchase@missouriwestern.edu](mailto:purchase@missouriwestern.edu)

Missouri Western reserves the right to accept or reject any or all items of this bid.