



NORTHERN CHEYENNE TRIBE
PROCUREMENT DEPARTMENT
P.O. BOX 128
LAME DEER, MONTANA 59043



Request for Proposal
Psychiatric Consultant, Physician
Northern Cheyenne Tribal Board of Health
September 17, 2018

The Northern Cheyenne Tribe (N.C.T.) is seeking a Psychiatric Consultant, Physician Services for the N.C. Board of Health to provide Consultant Services a two (2) year service period for the Board of Health Program to be located within the Northern Cheyenne community in southeastern Montana.

Position: Psychiatric Consultant, Physician
Project Location: Lame Deer, Montana
Department: NCTBH, Behavioral Health Department
Contact Person: Eugene Little Coyote, Tribal Health Administrator

Scope of Work:

This position involves travel to Lame Deer, MT one day per month to meet in person with Beneficiary Community Member patients who require expert medical assessment and/or pharmacological treatment for mental disorders such as serious mental illness, specific mental disorders that have been treatment refractory to combined primary-care and non-psychiatric mental health services, individuals who are diagnostically complex, and other medically complex presentation. Prescribing and monitoring the effects of a full range of medicines used to treat mental disorders is involved.

Job characteristics:

Nature of work: The consultant travels to Lame Deer and meet with patients in the Behavioral Health Department offices. The consultant functions at a high level of medical expertise, including long standing and well-developed knowledge of the Northern Cheyenne patient population. Patient are seen by Behavioral Health staff and scheduled with the consulting psychiatrist prior to being seen by the consulting psychiatrist. The work consultant's work entails meeting with community members and sometimes their immediate caregiver(s), interviewing, observing and examining them, ordering any needed diagnostics tests, diagnosing and documenting their condition and prescribing medications as indicated by the consultant's clinical judgement. A wide range of disorders are treated, including psychosis, severe depression, severe anxiety, psychiatric symptoms associated with other medical conditions, such as diabetes, substance use disorders and trauma.

Personal Contacts: Consultant and collaboration with other clinic staff, especially pharmacists, primary care providers and Behavioral Health department staff is integral to the Consult's work. Face-to-face contacts with Beneficiary Community Member clients are the highest priority for the consultant's work.

LITTLE WOLF AND MORNING STAR - Out of defeat and exile they led us back to Montana and won our Cheyenne homeland that we will keep forever.

Supervision Received: The psychiatric consultant functions with a very high degree of autonomy and is under the general administrative direction of the Behavioral Health Department's manager.

Essential Function: The practice of specialty psychiatric medicine including diagnosis and treatment of full spectrum of mental disorders. Orders of psychotropic medications requiring medical license and DES certification. Hospital admissions. Ordering laboratory tests and interpreting these tests results. Precise documentation of care in written or electronic medium. Travel to and from Lame Deer, MT.

Areas of job accountability and performance: Monthly scheduled visits of five hours duration to meet with Beneficiary Patients on site in Lame Deer, MT. Meet with scheduled patients and provide medical care as noted above.

Job Requirements: Peer reviewed clinical skills as manifested by maintaining hospital privileges and staff memberships at organized, accredited clinics, hospitals and similar facilities.

A current unrestricted license to practice medicine in the State of Montana.

Mutual respect, acceptance and comfort working with Native American Beneficiary patients with serious mental disorders.

American citizenship and valid driver's license.

Education and Experience: Education to include earned medical doctorate (MD or DO) from a fully accredited college or university.

Successful completion of psychiatry medical residency program.

Five or more years of clinical psychiatry experience working on a Native American Reservation with Native American patients.

Familiarity with the use of both electronic health records and written mental health records typically used in Indian Health Facilities.

REQUIRED DOCUMENTS INCLUDE THE FOLLOWING:

SELECTION PROCESS. The information request, schedule coordination and all logistical concerns on this projects can be addressed to the Northern Cheyenne Tribe's authorized Liaison on this project:

Eugene Little Coyote, Tribal Health Administrator (406) 477-6722

Please submit your bid, one bid per contractor to the Northern Cheyenne Tribe Finance Office before September 28, 2018 by 4:00 p.m. All bids must be hand delivered or mailed and marked **Psychiatric Consultant, Physician**. Please send two (2) copies of the proposal. Emailed or faxed proposals will not be allowed and late proposal will not be considered. All required documents must be in the bid prior to opening and received by the bid submission deadline. If you have questions concerning the bid opening, please contact Renessa Russette, Procurement Planning Officer at 406-477-4810.

INDIAN PREFERENCE. The owner will factor Indian preference into the bid analysis process however it will in no case be the sole deciding factor in awarding work. Evidence of eligibility for Indian preference must be submitted with the proposal. Responsible bids will be accepted from Non-Indian owned

contractors. In evaluation of the bids, the Tribe may within funding limitations, give preference in the amount of 5% ABOVE THE LOWEST TOTAL BID TO THE QUALIFIED Indian owned firms.

TERO: Each contractor is required to be certified by the Tribal Employment Rights Office prior to submitted a bid in accordance with the Northern Cheyenne TERO ordinance. The contractor is required to comply with the requirements of the Northern Cheyenne TERO. To receive an application for certification and information on TERO please write to Director, TERO PO box 308, Lame Deer, MT 59043 or phone 406-477-6287 and you will be directed to the appropriate personnel to assist you.

This advertisement for bids does not commit the Northern Cheyenne Tribe to award a contract or to pay any costs incurred in the preparation of the bid(s) or to procure supplies.

The Northern Cheyenne Tribe reserves the right to reject any and all bids and to re-advertise according to the best interest of Northern Cheyenne Tribe reserves the right to any irregularities or informalities in regard to the bids and bid process.

Published at Lame Deer, Montana, on this 17th day of September, 2018

Renessa Russette, Procurement Planning Officer

PO Box 128

Lame Deer, MT 59043