

REQUEST FOR PROPOSAL

The Village of Ridgewood is seeking a Professionally Licensed Pediatrician, Medical Doctor to provide medical services at the Ridgewood/Fair Lawn/ Glen Rock Child Health Conference.

INTRODUCTION

The Village of Ridgewood, New Jersey is required under N.J.A.C. 8:52 and N.J.S.A. TITLE 26 to establish and maintain such public health services as the Child Health Conference. In order to meet this requirement a licensed Physician is needed to provide professional medical care to children from newborn to age 18 years. The clinics are a joint effort shared between the Village of Ridgewood, the Borough of Fair Lawn and the Borough of Glen Rock.

VILLAGE INFORMATION

The Village of Ridgewood is responsible for issuing this RFP. Respondents requiring information regarding this service shall direct all questions to:

Dawn C. Cetrulo, Director of Health
Ridgewood Health Department
131 N. Maple Ave.
Ridgewood, NJ 07450
201-670-5500 Ext. 245

Request for Proposal must be submitted no later than October 16, 2018

SCOPE OF WORK

The Physician will work closely with the nurses from Valley Community Health with whom the Village of Ridgewood contracts to provide nursing services. The clinics are available to any resident who does not have medical insurance or their insurance does not cover immunizations.

The clinics are held monthly, on the fourth Thursday of every month at the Church of the Good Sheperd, 233 S. Highwood Ave., Glen Rock, NJ. There are no clinics held during the months of July and December.

The Physician will be responsible for providing appropriately required childhood immunizations and physical exams. Service will be provided to all children regardless of race, creed, color, natural origin, sex, handicap or ability to pay.

PROPOSAL SUBMISSIONS

Respondents who wish to be considered for selection as a Pediatrician for the Child Health Clinics must submit a response to this RFP. Proposals will become the property of the Village of Ridgewood.

The proposal will include the hourly rate requested and this amount will be shared between the Village of Ridgewood, the Borough of Fair Lawn and the Borough of Glen Rock. Each monthly bill submitted will be based on the number of hours worked during that monthly clinic.

Required forms to be submitted by successful Applicant:

1. Copy of the physician NJ State Medical License.
2. Copy of the Physicians malpractice insurance
3. Copy of updated resume

The successful applicant will be notified in writing by the Director of Health of the Village's decision to accept his/her proposal

The other applicants will also be notified in writing by the Director of Health of the Village's decision to reject their proposal.

The contract with the successful applicant will be in effect from January 1, 2019 until December 31, 2019.

RIGHT TO REJECT

The Village reserves the right to reject any or all proposals; and to waive any informality, if in its sole discretion it is in the best interest of the Village.

VILLAGE OF RIDGEWOOD

**PHYSICIAN FOR RIDGEWOOD/GLEN ROCK/FAIRLAWN CHILD
HEALTH CLINICS**

I AM INTERESTED IN THIS POSITION_____

I AM NOT INTERESTED _____

Hourly rate proposed _____

Signed:_____

Date:_____

Title:_____

Physician Name:_____

Address_____

Telephone Number_____

**THE VILLAGE OF RIDGEWOOD
HEALTH DEPARTMENT
131 N. MAPLE AVE., RIDGEWOOD, NJ 07450**

REQUEST FOR PROPOSALS

FOR

PHYSICIAN AT CHILD HEALTH CONFERENCE

AUGUST 17, 2018