



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** January 30, 2014  
**Board Meeting Date:** March 25, 2014  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jean S. Fraser, Chief, Health System  
Susan Ehrlich, MD, MPP, Chief Executive Officer, San Mateo Medical Center

**Subject:** Amendment to the Agreement with Jackson & Coker Locum Tenens, LLC

**RECOMMENDATION:**

Adopt a Resolution authorizing an amendment to the agreement with Jackson & Coker Locum Tenens, LLC to provide locum tenens services, extending the term through December 31, 2014, and increasing the amount by \$734,564 to an amount not to exceed \$800,000.

**BACKGROUND:**

On December 27, 2013, the Chief Executive Officer of San Mateo Medical Center (SMMC) approved an agreement with Jackson & Coker Locum Tenens, LLC (Jackson & Coker) to provide locum tenens services for the term of January 1, 2014 through February 28, 2014 in an amount not to exceed \$65,436.

Jackson & Coker was requested to provide one locum tenens psychiatrist on a short term basis until the permanent vacant position could be filled. Jackson & Coker provided Dr. Terry Osback, who has been providing needed psychiatry services. However, since Dr. Osback's placement, additional SMMC staff psychiatrists have resigned.

**DISCUSSION:**

Despite active recruitment efforts, HR has been unable to fill the staff psychiatrist positions. As such, Jackson & Coker has agreed to extend the existing psychiatrist's length of service through December 31, 2014, and to provide the two additional psychiatrists requested by SMMC.

County Administrative Memorandum B-1 provides that contracts for physicians are exempt from the Request for Proposals process.

The amendment and Resolution have been reviewed and approved by County Counsel as to form. The contractor meets insurance certification requirements.

SMMC is also asking the Board to authorize the Chief of the Health System or designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) for each agreement and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing access to psychiatric services to residents of San Mateo County. It is anticipated that the contractor will be able to have all three positions filled, credentialed, and providing services prior to the end of this fiscal year.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2013-14 Estimated</b>	<b>FY 2014-15 Projected</b>
Percentage of vacant positions for which the contractor will fill, credential, and enable to provide services by end of this fiscal year	100%	N/A

**FISCAL IMPACT:**

The term of the amended agreement is January 1, 2014 through December 31, 2014. The amount of the agreement is not to exceed \$800,000 for the one-year term. Funds in the amount of \$400,000 are included in the SMMC FY 2013-14 Adopted Budget. Funds in the amount of \$400,000 will be included in the SMMC FY 2014-15 Recommended Budget.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care are covered by the County's General Fund contribution to SMMC, and are within the existing annual appropriation.