List of Deliverables

Reference	Deliverables	Due Date(s)
1.8c	Customer Service Training	All employees completing w/I 30 business days of contract start, new personnel within 14 business days, maintain records, and provide to CO/COR upon request.
1.9	Key Personnel Resumes	Resumes for Key Personnel shall be submitted with the Offeror's proposal.
1.11	Employee Roster	Due to the CO/COR ten (10) calendar days after the start of the contract, at execution of option periods, and as changes occur
1.20(3)	Primary Source Investigation (PSV)	Due to the COR/MLO ten (10) calendar days after award and as additional medical professionals are hired.
1.20(3)	Medical Credentialing Information	Due to the COR/MLO no later than ten (10) ten calendar days after award.
1.20(4)	Audits of Medical Professional Credentialing Files (New & Existing Contracts)	Information shall be submitted to the COR/MLO within five (5) business days after information is requested.
1.20(4)c.3	Background Investigation	Proof of completed background investigation to the COR/MLO no later than twenty (20) business days after award.
3.2	Joint Inventory Report	Due to CO/COR ten (10) calendar days after completion of joint inventory
3.2	Identify the Local Property Officer (LPO) and Alternate Local Property Officer (ALPO)	Due to CO/COR in writing at pre-performance conference.
4.6	ACLS and BLS Certifications	Proof of Certification of both ACLS and BLS shall be submitted to the CO/COR/MLO within fifteen (15) calendar days after award and when changes occur.
5.1	Procedures Manual	Due to the CO/COR ten (10) calendar days after award and updated every six-months.
5.1	Artesia Procedures Manual	Due to the CO/COR ten (10) calendar days after award and updated every six-months.
5.1	Charleston Procedures Manual	Due to the CO/COR ten (10) calendar days after award and updated every six-months.
5.1	Glynco Procedures Manual	Due to the CO/COR ten (10) calendar days after award and updated every six-months.
5.4.2(5)	CLIA Waiver/Certification	Due to the CO/COR/MLO within 30 calendar days from contract award.
5.4.2(6)	Point of Care Testing (POC) Testing & Vaccinations Plan	Due to the CO/COR/MLO ten (10) calendar days after award.

5.7.6.2	OSHA Reporting Requirements for All FLETC and PO Students, FLETC Staff, Contractors, and PO Staff – Part 1	Due to the COR/MLO on the first training day of each week for the week prior.
5.7.6.2	OSHA Reporting Requirements for All FLETC and PO Students, FLETC Staff, Contractors, and PO Staff – Part 2	OSHA 300 Log of Contractor's staff illnesses and injuries are due to the COR/MLO on the first training day of each week for the week prior.
5.13.2	Formulary Purchases and Distribution Report	Due to COR/CMO on the fifth training day of each month for the preceding month.
5.14.2	Formulary	Due to the CO/COR/MLO ten (10) calendar days after award.
5.14.3	Annual Formulary Review Report	Due prior to the end of the base period and each option year.
5.17.3(1)	Monthly Health Unit Statistics Report	Due to the COR by the third (3rd) workday of the month following the reporting period.
5.17.3(2)	Monthly Health Unit Quality Report	Due to the COR by the third (3rd) workday of the month following the reporting period.
5.17.1	Written Minutes of Periodic Performance Meetings	Written minutes of these meetings, prepared by the Contractor, shall be signed by the PM and the CO/COR within five (5) days following each meeting.
5.17.3(5)	Health Hazard Report	Due as occurs. This report to the COR is due by close of business when requirements for this report are met and may be in the form of an email or an email string.
5.17.3(7)	Training Mishaps	Due as occurs. This report to the COR is due by close of business when requirements for this report are met and may be in the form of an email or an email string.
5.17.3(8)	Medical Surveillance Abnormal Test Results	Due as occurs. Immediately due to the TDP Safety Specialist or Program Specialist, the TDP COR, and FLETC OMO.
5.17.3(9)	Medical Surveillance Program Report "No Shows"	Due to the COR, the TDP Safety Specialist, and the Glynco Safety Specialist at the beginning of each month following the reporting period.
5.17.3(11)	Notification of Emergency/Urgent Care Transport of a student/patient to the local Emergency Department (ED) by the EMS or the Health Services Contractor	The Contractor shall send email notifications of any Emergent or Non-Emergent Transports **within 30 minutes** of patient's departure by EMS or the Health Unit Van.
5.17.3 (16)	Skin and Soft Tissue Infections (SSTI) Monitoring and Tracking	The Contractor shall maintain a chart that includes information to track the patient code; sex; class name; housing location; wound location and treatment; test or culture results; critical dates of class start and end; and patient disposition. Report shall be submitted at the beginning of each month.

5.17.3(17)	Rhabdomyolysis Monitoring and Tracking	The Contractor shall maintain a chart that includes information to track the patient code, patient's class name, class number, patient's agency, and the instructor's names involved with physical training (when the student became symptomatic). Report shall be submitted to COR/MLO when Rhabdo is diagnosed.
6.2	Contractor's Quality Control Program	Due to the CO/COR/MLO for approval within ten (10) calendar days following contract award.
6.2.1	Contractor's Inspection Reports	Due to the COR on the fifteenth (15th) day of the month for the preceding month.
6.3	Safety Plan	Due to the CO/COR/MLO for approval within ten (10) calendar days following contract award.
6.4	Hurricane Plan	Due to the CO/COR/MLO for approval within ten (10) calendar days following contract award.
6.5	Risk and Contingency Plan	Due to the CO/COR/MLO for approval within ten (10) calendar days following contract award.
6.6	Property Control Plan	Due to the CO/COR for approval within ten (1) calendar days after contract award and when changes occur.
6.7	Key Control Plan	Due to the CO/COR for approval within ten (10) calendar days after contract award and when changes occur.
6.3	Safety Plan	Due to the CO/COR for approval within ten (10) calendar days after contract award and when changes occur.
6.8	Recycling Plan	Due to the CO/COR for approval within ten (10) calendar days after contract award and when changes occur.
6.9	IT Security Plan	Due to the CO/COR for approval within ten (10) calendar days after contract award and when changes occur.
6.11(3)	DHS Form 11000-6, Non-Disclosure Agreement	Due from the PM/APM to the Glynco COR no later than 36 hours following an employee's first day on staff.