

CITY OF SANTA FE

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **HealthFront, P.C.**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

**RECITALS**

**WHEREAS**, the Chief Procurement Officer of the City has made the determination that this Agreement is in accordance with the provisions of the New Mexico Procurement Code (NMSA 1978, 13-1-28 et seq.) pursuant to NMSA 1978, § 13-1-95.2 E; and NMSA 1978, § 13-1-111.

**WHEREAS**, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Agreement; and

**WHEREAS**, the Contractor does hereby accept its designation as Medical Director, rendering services related to Emergency Medical Service (EMS) and Mobile Integrated Health (MIH) for the City, as set forth in this Agreement; and

**WHEREAS**, it is agreed by the parties that the performance of the professional services is for a period of [3 Years], as directed by the City.

**NOW, THEREFORE**, the parties hereby agree as follows:

1. **Scope of Work.**

A. The Contractor shall perform the following work as described

- 1) Fulfill the EMS medical director responsibilities for administrative and system oversight, protocol development, training, quality management, medical liaison, and
  - a. Meet with MO and MIHO for system oversight (medical documentation, software systems, HIPAA, NMAC, system integration, disciplinary processes related to clinical care, etc.).
  - b. Within the first month of the contract, thoroughly read SFFD EMS protocols.
  - c. Within the first three months of the contract, provide a report on recommended changes to the EMS Protocols.

- d. Within the first three months, survey existing EMS training plan and provide a report on recommended changes to the MO and MIHO.
  - e. Provide training on physical health, behavioral health and public health for SFFD personnel.
  - f. Participate in the Quality Management process including, but not limited to chart/case review, patient follow-up and provider competencies.
  - g. Act as a liaison with the local healthcare community for the improvement of SFFD patient care.
  - h. As requested by MO or MIHO, represent SFFD in meetings with physical health, behavioral health and public health stakeholders (for example, Regional Trauma Advisory Committee (ReTrAC), Medical Direction Committee (MDC), Trauma Advisory System and Stakeholders Committee (TASSC), meetings with hospitals, behavioral health providers, New Mexico Department of Health, etc.
  - i. Be available to consult with Mayor, City Manager, Community Health & Safety Director and Fire Department Chief Administration as needed during declared states of emergency.
  - j. Other duties as approved by the MO or MIHO.
- 2) Provide authorizations and approvals for SFFD's EMS and MIH programs and personnel required by the New Mexico Supplemental Licensing Provisions rule (7.27.11 NMAC).
  - 3) Provide necessary medical oversight for non-EMS personnel who may be involved in SFFD's EMS and MIH programs, such as nurse practitioners, physician assistants, social workers, and other providers,
  - 4) Work with the MO and MIHO to build on existing strengths and lead change in identified areas for progress and innovation, and
  - 5) Provide a breakdown by category and time spent on each of the tasks outlined in section 1 (a-j, above) on each invoice and submit this invoice monthly, to the MO and MIHO.

2. **Standard of Performance; Licenses.**

A. The Contractor represents that Contractor possesses the personnel, experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.



2. Compensation.

A. The City shall pay to the Contractor in full payment for services satisfactorily performed in the sum of \$30,000.00 per year for a total of sixty thousand dollars (\$60,000.00), plus gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable under this Agreement totaling (\$4,987.50) shall be paid by the City to the Contractor. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed (\$64,987.50). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided.**

B. Payment in future fiscal years is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by the City no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.)

C. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Agreement shall terminate on **06/30/2025** unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). In accordance with Section 13-1-150 NMSA 1978, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in Section 13-1-150 NMSA 1978.

4. Termination.

A. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the City's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the City is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's

liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the City or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of City funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE City's OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

B. Termination Management. Immediately upon receipt by either the City or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the City; 2) comply with all directives issued by the City in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the City shall direct for the protection, preservation, retention or transfer of all property titled to the City and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the City upon termination and shall be submitted to the City as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City Council for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City Council, this Agreement shall terminate immediately upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the City proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the City.

**8. Subcontracting.**

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the City.

**9. Release.**

Final payment of the amounts due under this Agreement shall operate as a release of the City, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

**10. Confidentiality.**

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

**11. Product of Service -- Copyright.**

All materials developed or acquired by the Contractor under this Agreement shall become the property of the City and shall be delivered to the City no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

**12. Conflict of Interest; Governmental Conduct Act.**

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the City relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the City if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Agreement to the contrary, the City may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this section.

**13. Amendment.**

A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the City proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

**14. Entire Agreement.**

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

**15. Penalties for violation of law.**

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

**16. Equal Opportunity Compliance.**

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

**17. Applicable Law.**

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, sec. 38-3-2. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

**18. Workers Compensation.**

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the City.

**19. Professional Liability Insurance.**

Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

**20. Other Insurance**

If the services contemplated under this Agreement will be performed on or in City facilities or property, Contractor shall maintain in force during the entire term of this Agreement, the following insurance coverage(s), naming the City as additional insured.

**A. Commercial General Liability insurance** shall be written on an occurrence basis and be as broad as ISO Form CG 00 01 with limits not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

**B. Business Automobile Liability insurance** for all owned, non-owned automobiles, with a combined single limit not less than \$1,000,000 per accident.

**C. Broader Coverage and Limits.** The insurance requirements under this Agreement shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor hereunder.

**D.** Contractor shall maintain the above insurance for the term of this Agreement and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

**21. Records and Financial Audit.**

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records



shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments

**22. Indemnification.**

The Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the City.

**23. New Mexico Tort Claims Act**

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

**24. Invalid Term or Condition.**

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

**25. Enforcement of Agreement.**

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

**26. Notices.**

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the City:  
City of Santa Fe Fire Department  
P.O. Box 909  
Santa Fe, NM 87504

To the Contractor:  
Healthfront, P.C.  
David S. Rosen, M.D., MPH, MPA  
Dominic DiDomenico, D.O.  
1640 Old Pecos Trail Unit H  
Santa Fe, NM 87507

**27. Authority.**

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

**28. Merger.**

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

**29. Non-Collusion.**

In signing this Agreement, the Contractor certifies the Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the City's Chief Procurement Officer.

**30. Default/Breach.**

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages and the City may also seek all other remedies under the terms of this Agreement and under law or equity.

**31. Equitable Remedies.**

The Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

**32. Default and Force Majeure.**

The City reserves the right to cancel all or any part of any orders placed under this Agreement without cost to the City, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

John Blair  
John Blair (Apr 12, 2023 13:22 MDT)

JOHN BLAIR, CITY MANAGER

DATE: Apr 12, 2023

CONTRACTOR:  
Healthfront, P.C.

22K President  
NAME & TITLE

DATE: 4-6-2023  
CRS# CS 00020242  
Registration # \_\_\_\_\_

ATTEST:

Kristine Bustos  
KRISTINE BUSTOS MIHELICIC, CITY CLERK XIV

CITY ATTORNEY'S OFFICE:

Marcos Martinez  
Marcos Martinez (Apr 4, 2023 17:23 MDT)  
SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Emily K. Oster  
Emily K. Oster (Apr 12, 2023 13:02 MDT)  
EMILY OSTER, FINANCE DIRECTOR  
1002001. 90300  
Org. Name/Org# AH  
AH



# City of Santa Fe

## Real Estate Summary of Contracts, Agreements, Amendments & Leases

### Section to be completed by department

1. Munis Contract # 3203999

Contractor: Healthfront P.C. David S. Rosen, M.D.,MPH,MPA / Dominic DiDomenico

Description: Medical Director related to Emergency Medical Service (EMS) and Mobile Integrated Health (MIH)

Contract  Agreement  Lease / Rent  Amendment

Term Start Date: Upon Signature Term End Date: 06/30/2025

Approved by Council Date: \_\_\_\_\_

### Contract / Lease:

Amendment # \_\_\_\_\_ to the Original Contract / Lease # \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)

3. **Procurement History:** \_\_\_\_\_

*Andy Hopkins* Apr 10, 2023  
Purchasing Officer Review: \_\_\_\_\_ Date: \_\_\_\_\_

Comment & Exceptions: 3 quotes obtained. Lowest chosen.

4. **Funding Source:** General Fund - Fire Admin/Prof Contracts **Org / Object:** 1002001.510300

*Andy Hopkins* Apr 10, 2023  
Andy Hopkins (Apr 10, 2023 10:01 MDT) Budget Officer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Comment & Exceptions: \_\_\_\_\_

Staff Contact who completed this form: Gail L. Vigil Phone # 505-955-6787

Email: glvigil@santafenm.gov

### To be recorded by City Clerk:

Clerk # \_\_\_\_\_

Date of Execution: \_\_\_\_\_

ITT Representative (attesting that all information is reviewed) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



# City of Santa Fe, New Mexico

## Memorandum



**DATE:** April 6, 2023

**TO:** John Blair, City Manager

**VIA:** Emily Oster, Finance Director  
 Travis Dutton-Leyda, Chief Procurement Officer  
 Kyra R. Ochoa, Community Health & Safety Director *Kyra Ochoa*  
 Brian Moya, Fire Chief *Brian J Moya*  
Kyra Ochoa (Apr 6, 2023 15:54 MDT)  
 Brian J Moya (Apr 6, 2023 15:48 MDT)

**FROM:** Sten Johnson, Assistant Chief-Support Services *sai*  
sai (Apr 6, 2023 15:35 MDT)

**ITEM AND ISSUE:**

Healthfront, P.C. David S. Rosen, M.D., MPH, MPA / Dominic DiDomenico, D.O. request the approval of RFQ in the Total amount of \$64,987.50 for designation as Medical Director, related to Emergency Medical Service (EMS) and Mobile Integrated Health (MIH) Term upon signature-06/30/2025. From this Request for Quotes process, the Fire Department has selected Healthfront for several reasons. Their quote was within our budgeted amount. They are offering a dual physician directorship which will benefit our EMS and MIH service programs. In addition, both physicians work locally at Christus St. Vincent Medical Center. We transport most of our patients to Christus. Having medical directors on staff at our local receiving hospital will foster positive relations and learning for our Paramedics. Sten Johnson [sajohnson@santafenm.gov](mailto:sajohnson@santafenm.gov) 505-955-3110

**BACKGROUND AND SUMMARY:**

The Fire Department provides emergency and non-emergency medical services (EMS) for the City of Santa Fe. This system is operated with our staff of EMT/Firefighters and Paramedic/Firefighters. In accordance with the New Mexico Department of Health EMS Bureau all EMS organizations are required to contract medical physician oversight. We would like to engage in a two-year contract for services with Healthfront physicians mentioned above.

**PROCUREMENT METHOD:**

RFQ – 3 Quotes

**CONTRACT NUMBER:**

The FY23/24 Munis contract number is 3203999

**FUNDING SOURCE:**

**Fund Name/Number:** General Fund / 100  
**Munis Org Name/Number:** Fire Administration / 1002001  
**Munis Object Name/Number:** Professional Contracts / 510300

**ACTION REQUESTED:**

Community Health & Safety/SFFD respectfully requests your review and approval.





# CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Healthfront P.C. David S. Rosen, M.D., MPH, MPA / Dominic DiDomenico

Procurement Title: Medical Director - RFQ (Request for Quotes)

Procurement Method: State Price Agreement  Cooperative  Sole Source  Other

Exempt  Request For Proposal (RFP)  Invitation To Bid (ITB)  Contract under 60K  Contract over 60K

Department Requesting Fire Department Staff Name Sten Johnson

### Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees.

### REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING\*

YES N/A

- Approved Procurement Checklist (by Purchasing)
- Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
- State Price Agreement
- RFP
- Evaluation Committee Report
- ITB
- Bib Tab
- Quotes (3 valid current quotes)
- Cooperative Agreement
- Sole Source Request and Determination Form
- Contractors Exempt Letter
- Purchasing Officers approval for exempt procurement
- BAR
- FIR
- Executed Contract, Agreement or Amendment
- Current Business Registration and CRS numbers on contract or agreement
- Summary of Contracts and Agreements form
- Certificate of Insurance
- All documentation presented to Committees
- Other:

Sten Johnson Assistant Chief, Support Services 04/06/23

Department Rep Printed Name (attesting that all information included) Title Date  
[Signature] Contracts Supervisor Apr 10, 2023

Purchasing Officer (attesting that all information is reviewed) Title Date

ITT Representative (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and contract.

**VIGIL, GAIL L.**

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**From:** Matt Loehman <mloehman@horizonsofnewmexico.org>  
**Sent:** Tuesday, April 4, 2023 2:28 PM  
**To:** VIGIL, GAIL L.  
**Cc:** JOHNSON, STEN A.; FINLEY, MARIA P.; SANCHEZ, MANUEL N.  
**Subject:** Re: City of Santa Fe Fire department

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

Thank you very much for the opportunity, but we will decline this procurement.

Best regards,

Matt

**Matt Loehman**  
**Executive Director**

Horizons of New Mexico  
6121 Indian School Rd. NE, Suite 102  
Albuquerque, NM 87110

office phone: (505) 345-1540  
email: [mloehman@horizonsofnewmexico.org](mailto:mloehman@horizonsofnewmexico.org)  
web: [www.horizonsofnewmexico.org](http://www.horizonsofnewmexico.org)

The State Use Act helps people with disabilities become gainfully employed, and it saves you valuable time and resources otherwise used during the procurement process.

On Tue, Apr 4, 2023 at 11:59 AM VIGIL, GAIL L. <[glvigil@santafenm.gov](mailto:glvigil@santafenm.gov)> wrote:

Good afternoon,

The City of Santa Fe Purchasing has requested for the Fire Department to send over a scope of work to see if Horizons

Can provide the service. Below is the scope of work:

Medical Director, rendering services related to Emergency Medical Service (EMS) and Mobile Integrated Health (MIH) for the City

A.

- 1) Fulfill the EMS medical director responsibilities for administrative and system oversight, protocol development, training, quality management, medical liaison, and
  - a. Meet with MO and MIHO for system oversight (medical documentation, software systems, HIPAA, NMAC, system integration, disciplinary processes related to clinical care, etc.).
  - b. Within the first month of the contract, thoroughly read SFFD EMS protocols.
  - c. Within the first three months of the contract, provide a report on recommended changes to the EMS Protocols.
  - d. Within the first three months, survey existing EMS training plan and provide a report on recommended changes to the MO and MIHO.
  - e. Provide training on physical health, behavioral health and public health for SFFD personnel.
  - f. Participate in the Quality Management process including, but not limited to chart/case review, patient follow-up and provider competencies.
  - g. Act as a liaison with the local healthcare community for the improvement of SFFD patient care.
  - h. As requested by MO or MIHO, represent SFFD in meetings with physical health, behavioral health and public health stakeholders (for example, Regional Trauma Advisory Committee (ReTrAC), Medical Direction Committee (MDC), Trauma

Advisory System and Stakeholders Committee (TASSC), meetings with hospitals, behavioral health providers, New Mexico Department of Health, etc.

- i. Be available to consult with Mayor, City Manager, Community Health & Safety Director and Fire Department Chief Administration as needed during declared states of emergency.
  - j. Other duties as approved by the MO or MIHO.
- 2) Provide authorizations and approvals for SFFD's EMS and MIH programs and personnel required by the [New Mexico Supplemental Licensing Provisions rule \(7.27.11 NMAC\)](#).
  - 3) Provide necessary medical oversight for non-EMS personnel who may be involved in SFFD's EMS and MIH programs, such as nurse practitioners, physician assistants, social workers, and other providers,
  - 4) Work with the MO and MIHO to build on existing strengths and lead change in identified areas for progress and innovation, and
  - 5) Provide a breakdown by category and time spent on each of the tasks outlined in section 1 (a-j, above) on each invoice and submit this invoice monthly, to the MO and MIHO.

Please let us know if this is something Horizons can do.

Thank you & have a great day!

Gail Vigil

City of Santa Fe Library

505-955-6787

HEALTHFRONT, P.C.  
David S. Rosen, M.D., MPH, MPA  
Dominic DiDomenico, D.O.

Response to RFQ for  
SFFD Medical Director

27 March 2023



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7 March 2023

To Whom It May Concern,

Please accept this letter of interest for the position of Medical Director for the City of Santa Fe Fire Department (SFFD). The submitting organization for this quote is called HealthFront, P.C. and we are a democratic group of Board Certified Emergency Medicine Physicians who currently staff the Emergency Department at CHRISTUS St. Vincent Regional Medical Center (CSVRMC), as we have for the past 40+ years. From among our ranks we have identified Dr. David Rosen and Dr. Dominic DiDomenico as a physician dyad to serve as Co-Medical Directors for SFFD. Any contract awarded would be between HealthFront, P.C. and The City of Santa Fe.

As the sole physician group providing emergency care to patients at CSVRMC, Santa Fe's only Trauma Center, HealthFront, P.C. has a vested interest in supporting the clinical teams providing prehospital care in Northern New Mexico. We are qualified to administer the SFFD Medical Director contract because, in addition to providing hospital-based emergency medicine at CSVRMC, HealthFront, P.C. and our employed physicians have, together and separately, administered numerous medical director contracts with various local agencies. The unique construct of Co-Medical Directors proposed here will allow maximum medical director support, access, teaching, and face time with SFFD staff in a single fee for service. Although only two candidates are presented in this quote, they can rely upon the collaboration and expertise of their physician peers within our group.

Dr. David Rosen is a Board certified and New Mexico Licensed emergency medicine physician who has lived and worked in New Mexico since 2008. He has previously served as Medical Director for CareFlight Helicopter Service and the Tactical EMS program with the New Mexico State Police. Dr. Rosen currently serves as Medical Director for the Santa Fe Community College EMS Institute and as Co-Medical Director for the Santa Fe County Fire Department and RECC. Dr. Rosen also holds a Master's degree in Public Health from Columbia University.

Dr. Dominic DiDomenico is a Board Certified and New Mexico licensed emergency medicine physician who began his practice in the ED at CSVRMC in 2020. In his clinical practice, he regularly supervises physician assistants, EMS students, PA Students, and residents. Current CVs and references for these candidates are attached for your review.

The value of having medical direction by physicians living and working in the community we both serve cannot be understated. At HealthFront, P.C. we believe that, through teaching, accessibility, and coordinated efforts, the care provided to our mutual patients will improve.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Knox Kinlaw".

Knox Kinlaw, M.D.

President, HealthFront, P.C.

## Vision

HealthFront, P.C. understands that emergency medical care is a complex and dynamic system. Our vision for this role stems from our belief that optimal medical direction flows from continuous and regular on-site supervision and feedback, and that patient outcomes can be improved by coordinating efforts across the entirety of the patient encounter. We also believe that sustained quality improvement is grounded in awareness of the care continuum – analyzing each step of the patient encounter, from 911 call and EMS run to ED course and hospital discharge summary. Dr. Rosen has more than 10 years of EMS leadership experience within the Santa Fe community and Dr. DiDomenico has first-hand knowledge of the importance that high quality prehospital care plays in prognoses and patient outcomes. Together, they believe the following elements are essential to the successful execution of this contract:

1. **Availability-** For a Medical Director to be successful, they must be present: Present to get to know essential staff and participate in ongoing training and skill development. Present at the hospital to provide direct and real time feedback to EMS crews. Present at the bedside for clinical teaching and skills development in a controlled setting.
2. **Accessibility-** It is our belief that Medical Direction is more than a title. Our physicians have helped countless medics and their families navigate various health care related issues, and regularly receive calls from former and current EMS personnel on various clinical topics. We also serve and as mentors and preceptors for medics, scribes, PA students, techs, and medical students in the hospital setting. As part of this contract, we would pursue an affiliation agreement between SFFD and CSVRMC to invite EMS personnel into the hospital for hands on didactic learning.
3. **Community Relationships-** Over the years, HealthFront P.C. and our providers have fostered robust relationships within our community. These relationships extend to law enforcement, the Mayor's office, Santa Fe County Fire Department, The County Manager, NM State Police, the NM Board of Pharmacy, the CSV Hospital Foundation and Senior Executive Team, and various other clinics and organizations within the local primary care and hospital-based community. Such relationships have enabled Healthfront, P.C. and our employed physicians to help secure opportunities and funding and for various programs aimed at improving prehospital response among associated agencies.
4. **Community Membership-** HealthFront, P.C. is an independent and democratically run local business. As associates of this independent organization, Dr. Rosen and Dr. DiDomenico understand the importance of effective record keeping, accurate time reporting, fundraising, and judicious spending of allotted funds. Our physicians have a direct and vested interest in the success of this enterprise, not only because they live within our community, but also because the decisions made and care provided by SFFD has a direct impact on patients in our own hospital.

5. Needs Assessment and Advocacy- Advocacy is integral to effective medical direction. Ensuring that our local EMS community has access to modern tools, resources, and training is paramount to this principle. Should the contract be awarded, Dr. Rosen and Dr. DiDomenico intend perform a careful needs assessment during the early period of their contract to aid in the development of a strategic plan for advocacy and to identify which initiatives should be prioritized. These initiatives may include equipment upgrades, improved feedback on real-life scenarios, and/or expanded training initiatives. Also, a robust Quality Management program, including question and answer sessions, will allow EMS personnel to raise topics of interest and direct their own training trajectory.

### **Approach to Scope of Work**

The same skill set that makes Dr. Rosen and Dr. DiDomenico effective in their roles in the emergency department will be applied to the fulfillment of the Scope of Work for this contract. Dr. Rosen and Dr. DiDomenico will divide the duties detailed within the Scope of Work, with each sharing responsibility under the title of Co- Medical Director. Dr. Rosen will assume primary responsibility for protocol review and development, medical liaison, and competencies, and Dr. DiDomenico will assume the duties associated with quality management. Each physician will participate in administrative and system oversight, training, case review, continuing education, and outreach. Other duties and responsibilities will be divided after the initial needs assessment is complete and a medical direction strategy has been identified and agreed upon.

Maintaining clinical privileges at CSVRMC provides a unique advantage because it allows for the application and incorporation of clinical resources often reserved for hospital based providers. Dr. Rosen and Dr. DiDomenico will be able to utilize actual patient outcomes, real life scenarios, and other clinical resources to review and update existing protocols and to support a meaningful quality management program. Their previous respective experience as Medical Directors and preceptors, for both medical and EMS students, has afforded an understanding of effective educational techniques, which generally combine didactic and instructional learning. Additionally, Dr. Rosen and Dr. DiDomenico would be open to arranging City EMS personnel shadow opportunities within hospital, including Cath Lab, Behavioral Health, ICU, Trauma Service, etc., pending approval by hospital administration, in order to further understanding of the implication of prehospital treatment and outcomes.

With consideration to deliverable items, SFFD can expect quarterly quality management presentations, during which educational cases and opportunities for improvement will be carefully reviewed and presented in a constructive manner, as well as quarterly didactic training sessions, which will focus on pertinent aspects of emergency care. Additional sessions of either type may be added if there is an immediate need. During the early weeks of the contract, regular meetings will take place with the current leadership team and other interested parties, as appropriate, to discuss immediate agency needs and determine the exact placement of medical director resources. In the later weeks/months of the contract, SFFD can

expect planning meetings between leadership and other interested parties, as appropriate, on a monthly basis. During these planning meetings, issues, ideas, and feedback can be openly shared, the trajectory for the coming months can be discussed and agreed upon, and any matters requiring medical director attention can be reviewed. The details of these initiatives will more clearly defined after the needs assessment. Additionally, Dr. Rosen and Dr. DiDomenico will pursue an affiliation agreement between CSVPMC and SFFD to enable SFFD medics to participate in shadow opportunities within the hospital in order to maximize contextualization of patient care from start to finish.

Each of the Co-Medical Directors will track and submit appropriate documentation for hours worked. The final allocation of time spent on various tasks will be determined after a careful needs assessment. Additionally, all relevant documentation pertaining to the strategic plan, medical director role, and quality management program will be reviewed to assess the strengths of the current format and best determine where additional support is needed.

As associates of an independent local business, both Dr. Rosen and Dr. DiDomenico have a deep understanding of expectations associated with administrative requirements, budgets and deadlines, and the role each plays in successful execution of contacted duties. All requirements will met in a collaborative and proactive fashion.

### **Availability**

As employees of HealthFront, P.C., Dr. Rosen and Dr. DiDomenico are each committed to working between 10 to 15 clinical shifts per month. Maintaining this clinical schedule will allow both Dr. Rosen and Dr. DiDomenico invaluable real time interactions with various EMS crews as they present to the ED. Additionally, both Dr. Rosen and Dr. DiDomenico have been granted the ability to organize their clinical schedules to ensure their availability for consistent and active medical direction.

The contracted number of hours for the Medical Director role shall not exceed 15 hours per month total, with Dr. Rosen assuming primary responsibility for protocol review and development, medical liaison, and competencies, and Dr. DiDomenico assuming the duties associated with quality management. The formal delineation of duties between these proposed Co-Medical Directors will be more clearly defined in the early weeks of the contract period.

As a rough initial estimate, based largely on prior experience, time allocation for tasks would be proportioned as follows:

Planning and Administration: 15%  
Quality Management: 55%  
Protocols and Training: 20%  
Advocacy and Representation: 10%



Additional time may be spent reviewing dispatch logs, reviewing complaints, and identifying and addressing systematic issues.

Although two candidates are being offered for consideration, the contract for services will be through HealthFront, P.C. As such, the City will pay a single, agreed upon fee for services to HealthFront, P.C., who will then distribute wages to each physician. Both Dr. Rosen and Dr. DiDomenico understand the importance of accurate record keeping, and will submit time cards, which will cumulatively not exceed the number of contracted hours as detailed in the final contract for services.

**Outline of Proposed Fee Structure**

As an established C-Corp, HealthFront, P.C. is pleased to present this simple Cost Proposal.

The Co-Medical Director candidates presented by HealthFront, P.C. are each W2 employees and will be assigned to this contract as part of their primary employment. HealthFront, P.C. will thus cover all employment related expenses including taxes and benefits. HealthFront, P.C. will also cover all necessary insurance coverage and will provide any administrative support necessary to fulfill the duties of the contract. HealthFront, P.C. will charge Gross Receipts Tax on each invoice.

HealthFront, P.C. has a long history of providing Medical Direction to local EMS agencies. For EMS related Medical Direction, HealthFront, P.C. has a set rate of \$150 per physician hour. For ease of budgeting and planning, hours under this contract will be targeted to 15 per month.

Total charges under this contract are expected to be \$30,000 per year. Below is an estimated monthly invoice. If additional services are requested in support of this contract, we are happy to work together to establish project goals and approved hours. Our rate would remain 150/hour + GRT.

| Line-Item Budget                         |                 |           |                      |
|--|-----------------|-----------|----------------------|
| <b>Professional Services</b>             |                 |           |                      |
| Classification                           | Estimated hours | Wage/hour | Estimated Cost/month |
| MD wages                                 | 15              | \$150     | \$2,250              |
| <b>Expenses - covered by HealthFront</b> |                 |           |                      |
| Personnel Benefits (30%)                 |                 |           | \$0                  |
| Materials/supplies                       |                 |           | \$0                  |
| Mileage/transportation                   |                 |           | \$0                  |
| indirect costs (20%)                     |                 |           | \$0                  |
| <b>Costs per month</b>                   |                 |           | \$2,250              |
| <b>Gross Receipts Tax 8.3125%</b>        |                 |           | \$187                |
| <b>Expected Monthly Invoice</b>          |                 |           | \$2,437              |

## **Scope of work**

The selected contractor will:

1. Fulfill the EMS medical director responsibilities for administrative and system oversight, protocol development, training, quality management, medical liaison, and verification of provider competency outlined in 7.27.3 NMAC, adapted to SFFD's specific operational needs. These include:
  - a. Meet with MO and MIHO for system oversight (medical documentation, software systems, HIPAA, NMAC, system integration, disciplinary processes related to clinical care, etc.).
  - b. Within the first month of the contract, thoroughly read SFFD EMS protocols.
  - c. Within the first three months of the contract, provide a report on recommended changes to the EMS Protocols.
  - d. Within the first three months, survey existing EMS training plan and provide a report on recommended changes to the MO and MIHO.
  - e. Provide training on physical health, behavioral health and public health for SFFD personnel.
  - f. Participate in the Quality Management process including, but not limited to chart/case review, patient follow-up and provider competencies.
  - g. Act as a liaison with the local healthcare community for the improvement of SFFD patient care.
  - h. As requested by MO or MIHO, represent SFFD in meetings with physical health, behavioral health and public health stakeholders (for example, Regional Trauma Advisory Committee (ReTrAC), Medical Direction Committee (MDC), Trauma Advisory System and Stakeholders Committee (TASSC), meetings with hospitals, behavioral health providers, New Mexico Department of Health, etc.
  - i. Be available to consult with Mayor, City Manager, Community Health & Safety Director and Fire Department Chief Administration as needed during declared states of emergency.
  - j. Other duties as approved by the MO or MIHO.
2. Provide authorizations and approvals for SFFD's EMS and MIH programs and personnel required by the New Mexico Supplemental Licensing Provisions rule (7.27.11 NMAC),
3. Provide necessary medical oversight for non-EMS personnel who may be involved in SFFD's EMS and MIH programs, such as nurse practitioners, physician assistants, social workers, and other providers,
4. Work with the MO and MIHO to build on existing strengths and lead change in identified areas for progress and innovation, and
5. Provide a breakdown by category and time spent on each of the tasks outlined in section 1 (a-j, above) on each invoice and submit this invoice monthly, to the MO and MIHO.

## Current Resumes

### **DAVID S. ROSEN, MD, MPH, MPA**

58C Three Rock Road

(215) 880-7131

Santa Fe, NM 87506

davidscottrosen@mac.com

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### ***PROFESSIONAL EXPERIENCE IN EMERGENCY MEDICINE***

#### **SANTA FE COUNTY FIRE DEPARTMENT**

Co-Director of Emergency Medical Services 2022-present Santa Fe, NM

#### **HEALTHFRONT, P.C/ CHRISTUS ST. VINCENT REGIONAL MEDICAL CENTER**

Attending physician 10/2008-Present Santa Fe, NM

#### **CHRISTUS ST. VINCENT REGIONAL MEDICAL CENTER**

Emergency Dept. Medical Director 03/14-01/15 Santa Fe, NM

#### **SANTA FE COUNTY FIRE DEPARTMENT**

Medical Director 2011-2015 Santa Fe, NM

#### **DREXEL UNIVERSITY/MEDICAL COLLEGE OF PENNSYLVANIA/HAHNEMANN UNIVERSITY**

Clinical Assistant Professor, Department of Emergency Medicine

10/99 – 10/08 Philadelphia, PA

#### **MERCY HOSPITAL OF PHILADELPHIA**

Attending Physician, Member of ED Redesign Initiative Stroke Committee

Credentialed in Medical Acupuncture

10/99 – 10/08 Philadelphia, PA

#### **CENTRAL MAINE MEDICAL CENTER**

Attending Physician 7/99- 9/99 Lewiston, ME

#### **GRADUATE UNIVERSITY HOSPITAL Philadelphia, PA**

Attending Physician 10/98 – 7/99

### ***POST-GRADUATE EDUCATION***

#### **MEDICAL COLLEGE OF PENNSYLVANIA / HAHNEMANN UNIVERSITY OF THE HEALTH SCIENCES**

#### **RESIDENT IN EMERGENCY MEDICINE**

Completion of Residency Review Committee requirements including: Chief Resident, Senior Resident at two Level I Trauma Centers, four months of critical care training, two months at St. Christopher's Hospital for Children. Experienced in Emergency Medicine ultrasound INTERN Six months emergency medicine, four months anesthesia/critical care, one month obstetrics, one month pediatrics

June 1996 - May 1999. Philadelphia, PA

**EDUCATION**

UNIVERSITY OF ROCHESTER SCHOOL OF MEDICINE, MD Rochester, NY  
Hoffman Scholarship Recipient for Community Service 1992 - 1996

COLUMBIA UNIVERSITY SCHOOL OF PUBLIC HEALTH, MPH New York, NY  
Emphasis in health care administration and program evaluation 1986 - 1989

COLUMBIA UNIVERSITY SCHOOL OF INTERNATIONAL & PUBLIC AFFAIRS, MPA New York, N.Y.  
Concentration in non-profit management, financial administration, and health policy analysis.  
1986 - 1989.

DICKINSON COLLEGE, BS Carlisle. PA  
Majors in Biology and English. 1977 - 1981

**CERTIFICATION**

- American Board of Emergency Medicine. Issued 5/24/2000. Expiration 12/31/2020
- New Mexico Medical Board, #MD2008-0628 Expiration 7/01/2015
- Commonwealth of Pennsylvania Licensure, MD-066316-L. Issued 7/22/02. Expiration 12/31/06
- Maine Board of Licensure in Medicine, No. 015730. Expiration 11/30/06
- Controlled Substance Registration Certificate DEA # BR5979604
- Advanced Cardiac, Trauma, and Pediatric Life Support, Philadelphia, PA

**OTHER PROFESSIONAL EXPERIENCE**

MEDICAL DIRECTOR, QRS Ambulance Services Delaware County, PA 9/06 – 2014.

MEDICAL ACUPUNCTURIST Philadelphia, PA Private practice.

CONSULTANT. International Rescue Committee. Kakuma Refugee Camp, Kenya  
Conducted health systems analysis at Camp Hospital and 7 health clinics (population 100,000).  
August, 2003

UNICEF Republic of Yemen

TEAM LEADER, Yemen Xerophthalmia, Trachoma, and Micronutrient Survey. Responsible for survey design, implementation and analysis. Coordinated multi-disciplinary team of ophthalmologists, pediatricians, nurses, and medical technicians. June-July, 1992.

HELEN KELLER INTERNATIONAL New York, N.Y.

DIRECTOR OF RESEARCH AND EVALUATION. Responsible for the administration of public health programs and training of senior health care personnel in Asia, Africa, and Latin America. Emphasis on program design, quality assurance, and evaluation methods. May 1989 - May 1992.

COLUMBIA UNIVERSITY SCHOOL OF PUBLIC HEALTH New York, N.Y.

CONSULTANT. Member of research team investigating obstetric and neonatal outcomes in national, prospective study of birth centers. January 1989 - April 1989.

U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT West Africa

PROGRAM MANAGER. Responsible for the administration, management and evaluation of a national food-aid and disaster assistance program. Worked with civil and military officials to develop food-aid procurement and distribution plans for 125,000 metric tons of US government food-aid. 1984 – 86

**PEACE CORPS West Africa**

PEACE CORPS VOLUNTEER. Assisted rural villagers in irrigated vegetable gardening, fruit-tree production, and well construction. Trained farmers in the handling, storage, and application of chemical fertilizers and pesticides. 1982 - 1984

**PEER REVIEW PUBLICATIONS**

- Rooks JP, Weatherby NL, Ernst KM, Stapleton S, Rosen D, Rosenfield A. Outcomes of Care in Birth Centers. *New England Journal of Medicine*, 321:1804-1811, 1989.
- Rooks JP, Weatherby NL, Rosen D, Rosenfield A. Letter to the Editor: Birth Center Study. *New England Journal of Medicine*, 321: 1804-11, 1989.
- Rosen DS, Sloan NL, De la Paz TC. Risk Factors for Vitamin A Deficiency in Rural Areas of the Philippines. *Journal of Tropical Pediatrics*, 40 (2): 507-511. 1994 April.
- Rosen DS, Sharif ZA, Bashir M, Al Shabouti A, Pizzarello L. Xerophthalmia and Vitamin A Deficiency in Western Yemen. *European Journal of Clinical Nutrition*. 50 (1): 54-57. 1996 January.
- Sloan NL, Rosen DS, De la Paz TC, Anita M, Temililwa C, Solomons N. Identifying Areas with Vitamin A Deficiency: the Validation of a Semiquantitative Food Frequency Method. *American Journal of Public Health*. 87 (2): 186-91, 1997 February.
- Rosen DS, Wax PM. Antipsychotic Agents. In: Viccellio P, et al., eds. *Emergency Toxicology*. 2nd ed. Philadelphia: Lippincott-Raven, 1998; 805-816.
- Rosen DS. *Neurological Emergencies and Neurological Examination*. American Academy of Emergency Medicine.

**WORKSHOPS/PRESENTATIONS**

- Columbia University School of Public Health, New York. Presentation: Results from National Birth Center Study. November, 1988.
- National Workshop on Vitamin A Deficiency Control. Dar es Salaam, Tanzania. Chaired plenary session on Vitamin A Policy and Program Development. October 1989.
- East, Central, and Southern Africa Workshop on Vitamin A Deficiency Control. Lusaka, Zambia. Papers: Evaluation of Vitamin A Deficiency; Integration of Vitamin A Supplementation into the Expanded Program for Immunization. July 1990.
- National Workshop on Vitamin A Deficiency. Lagos, Nigeria. Papers: Overview of Vitamin A Program Strategies; Integrating Vitamin A into Child Survival Programs; Qualitative Research Methods. November 1990.
- International Vitamin A Consultative Group Meeting. Guayaquil, Ecuador. Paper: Vitamin A Problem Assessment. June 1991.
- Regional Workshop on Vitamin A Deficiency. Madurai, India. Paper: Operations Research and Vitamin A. November 1991.
- International Health Speaker Series, Univ. of Rochester School of Medicine. Epidemiology of Micronutrient Deficiencies in Developing Countries. November 1992.
- Guest Lecturer, International Health Seminar, Univ. of Rochester School of Medicine. Opportunities for Health Professionals in Developing Countries. October 1993.
- Guest Lecturer, Maternal and Child Health Course, Univ. of Rochester School of Medicine. Essentials of Grant-writing. February 1994.



- Grand Rounds, Drexel University College of Medicine, Department of Emergency Medicine, Philadelphia, PA. Psychiatric Emergencies, April 2004.
- Grand Rounds, Drexel University/Hahnemann University Hospital. Department of Emergency Medicine, Philadelphia, PA. Musculoskeletal Pain in the Emergency Department. May 2006.
- Guest Speaker, Mercy Fitzgerald Hospital, Medical Staff Meeting. Medical Acupuncture, October 2006.
- Grand Rounds, Drexel University/Hahnemann University Hospital, Department of Emergency Medicine, Philadelphia, PA. Musculoskeletal Pain in the Emergency Department, Part II, November 2006

**PROFESSIONAL AFFILIATIONS**

- American Academy of Emergency Medicine
- American Academy of Medical Acupuncture

**VOLUNTEER ACTIVITIES**

- American Academy of Emergency Medicine, Oral board review course. 9/04
- Medical Advisor, Relief International, Turkey. Urban Search and rescue; earthquake and disaster relief. 9/99-10/99.
- On-site physician. U.S. National Figure Skating Championships. 4/98.

# **Dominic DiDomenico, D.O.**

## PERSONAL ADDRESS

31 Lomas De Tesuque  
Santa Fe, NM  
Phone: (720) 883-2926  
Email: *dominic.didomenico@outlook.com*

## PROFESSIONAL ADDRESS

**HealthFront Emergency Physicians, P.C.**  
1640 Old Pecos Trail, Suite H  
Santa Fe, NM 87505

## PERSONAL DATA

Place of Birth: La Junta, CO  
Date of Birth: December 10, 1982

## EMPLOYMENT

**HealthFront Emergency Physicians** August 2020 – Present  
*Attending Emergency Medicine Physician*  
Christus St. Vincent Hospital  
Santa Fe, NM

## EDUCATION

**University of South Florida - Morsani College of Medicine**, Tampa, FL (2017-2020)  
**Emergency Medicine Residency** at Tampa General Hospital  
*Chief Resident - Research and Quality Initiatives*

**West Virginia School of Osteopathic Medicine**, Lewisburg, WV (2013-2017)  
**D.O.**, Doctor of Osteopathic Medicine

**The University of Colorado Denver**, Denver, CO (2008-2010)  
**Post-Baccalaureate**, Pre-Medical Sciences

**The University of Tampa**, Tampa, FL (2001-2005)  
**B.A.**, Psychology

## LICENSURE

National Provider Identifier (NPI) 1831622000

|                                     |                |
|-------------------------------------|----------------|
| State of Florida Training License   | 2017 - 2020    |
| State of New Mexico Medical License | 2020 – Present |
| DEA License                         | 2020 – Present |

PROFESSIONAL MEMBERSHIPS

|   |      |
|---|------|
| American College of Emergency Physicians (ACEP) | 2017 |
| American Board of Emergency Medicine (ABEM)     | 2025 |

CERTIFICATIONS

|      |  |
|------|--|
| 2017 | Advanced Trauma Life Support                           |
| 2017 | Advanced Cardiac Life Support                          |
| 2017 | Pediatric Advanced Life Support                        |
| 2017 | Neonatal Resuscitation Program                         |
| 2017 | Collaborative Institutional Training Initiative (CITI) |

LECTURES

|               |   |
|---------------|---|
| 2022          | Mass Casualty Event<br>- Santa Fe Community College - EMSI  |
| 2020          | Imaging Guidelines in Trauma and Blunt Cerebrovasclar<br>- Univ. South Florida – Emergency Medicine |
| Injury        |   |
| Ground Rounds |   |
| 2019          | CNS Infections and Spinal Cord Injuries<br>- Univ. South Florida – Emergency Medicine               |
| Ground Rounds |   |
| 2019          | Undifferentiated Shock<br>- Univ. South Florida – Emergency Medicine                                |
| Ground Rounds |   |
| 2018          | Traumatic Airways<br>- Univ. South Florida – Emergency Medicine                                     |
| Ground Rounds |   |

HONORS/AWARDS

|            |   |
|------------|---|
| 2014       | WVSOM MOSS Scholarship                    |
| 2008, 2009 | University of Colorado Denver Dean’s List |

|            |  |
|------------|--|
| 2001- 2004 | University of Tampa: Athletic Scholarship          |
| 2001       | Colorado 4A High School: State Swimmer of the Year |
| 2001       | Speedo All-American                                |
| 2001       | Navy Academic All-American/ESPN The Magazine       |
| 2001       | NHSCA Honorable Mention Swimmer of The Year        |

COMMUNITY ACTIVITIES/VOLUNTEER

|      |   |
|------|---|
| 2013 | <i>Co-Chair</i> , West Virginia Governor’s Day of Service<br>Lewisburg, WV        |
| 2012 | <i>Volunteer</i> , Colorado Pulmonary Hypertension 5K Run for<br>PHun, Denver, CO |

PUBLICATIONS

Garg SK, **DiDomenico D**, and Switzer S. *Ways To Reduce Cardiovascular Disease in Diabetes*. *Diabetes Technology & Therapeutics*. May 2012, 14(S1): S-1-S-2, 2012.

ABSTRACTS

Gottlieb PA, Michels A, **DiDomenico D**, Fitzgerald-Miller L, Johnson K, Lungaro J, Meyers L, Conley A, and Zipris D. *Metabolic and immunologic observations from a trial of alpha-1 antitrypsin in recent onset type 1 diabetes*. Accepted for presentation at the European Association for the Study of Diabetes in Berlin, Germany, 2012.

PERSONAL INTERESTS

- Placed at the USA Triathlon Nationals 2007; completing the season in the top 15%
- Competed as an Elite Amateur Triathlete in professional triathlons 2007, 2008
- The University of Tampa’s Men’s Swim Team 2001-2004
- Mountain biking, swimming, running and family

REFERENCES

- *See below*

PROFESSIONAL EXPERIENCE

**Children’s Hospital Colorado, Research Institute**  
**University of Colorado Denver, School of Medicine**  
*Clinical Research Coordinator*

*June 2012-June 2013*

- Clinical Research Coordinator for multiple National Institutes of Health (NIH) and industry sponsored clinical trials in anesthesiology, cardiology, pulmonary hypertension, critical care and neurology. Primary focus on interventional therapies and investigational study drugs in pediatrics.

**University of Colorado Denver, School of Medicine  
Barbara Davis Center for Diabetes**

*Clinical Research Coordinator*

*July 2010-April 2012*

- Clinical Research Coordinator for multiple National Institutes of Health (NIH) clinical trials in type 1 diabetes, focusing on interventional therapies and investigational study drugs in adults and pediatrics.

**University of Colorado Denver, School of Medicine  
Barbara Davis Center for Diabetes**

*Professional Research Assistant*

*October 2008-March 2010*

- Study recruiter for NIH protocol The Environmental Determinant's of Diabetes in the Young; a 20-year longitudinal study to investigate environmental factors that may predispose individuals to type 1 diabetes and other autoimmune disorders.

## CLINICAL RESEARCH EXPERIENCE

**Tampa General Hospital (2017-2020)**

University of South Florida, Morsani College of Medicine

Investigational COVID-19 Convalescent Plasma – Emergency Investigational New Drug  
Food and Drug Administration, March 2020

**Children's Hospital Colorado, Research Institute (2012-2013)**

University of Colorado Denver School of Medicine

**Clinical Research Coordinator**, A Multi-site Randomized Controlled Trial Comparing Regional and General Anesthesia for Effects on Neurodevelopmental Outcome and Apnea in Infants. **Sponsor:** Children's Hospital Boston, Harvard Medical School and National Institutes of Health **ClinicalTrials.gov Identifier:** NCT00756600  
**Principal Investigator (local):** David Polaner, MD

**Research Assistant**, Consortium for Identification of Environmental Triggers of Type 1 Diabetes (TEDDY Study). **Sponsor:** National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) **ClinicalTrials.gov Identifier:** NCT00279318 **Principal Investigator (local):** Marian Rewers, MD, P

## **References**

- 1) Sahaj Khalsa, former Program Director, SFCC EMSI  
(o) 505-428-1820
  
- 2) Claudine Gallegos, Clinical Manager, CSVPMC Emergency Department  
(o) 505-913-3947
  
- 3) David Huckabee, former Training Captain, SFFD  
(c) 505-690-1231
  
- 4) Daniel Meyer, EMS Captain, SFCFD  
(c) 505-670-6408





THE HARTFORD  
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March 7, 2023

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SANTA FE NM 87505-4777

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**City of Santa Fe**  
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200 Lincoln Ave.  
Santa Fe, New Mexico 87504-0909  
505-955-6551

## BUSINESS REGISTRATION

**Business Name:** HEALTHFRONT PC  
DBA: HEALTHFRONT PC

**Business Location:** 455 ST. MICHAEL'S DR  
SANTA FE, NM 87501

**Owner:** HEALTHFRONT PC

**License Number:** 225339

**Issued Date:** June 08, 2022

**Expiration Date:** June 08, 2023

**CRS Number:** 01816842006

**License Type:** Business License - Renewable

**Classification:** Business Registration - Standard

**Fees Paid:** \$35.00

HEALTHFRONT PC  
1640 OLD PECOS TRD STE H  
SANTA FE, NM 87505

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March 27, 2023

**City of Santa Fe Fire Department  
Request for Medical Directorship Services**

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**City of Santa Fe Fire Department**  
**Bid for Medical Directorship**

To the City of Santa Fe Fire Department,

Thank you for the opportunity to apply for the medical directorship position in my home town of Santa Fe. I am a board-certified Emergency Physician with strong ties to New Mexico. I grew up in Roswell, and later graduated high school in Santa Fe. I attended the University of New Mexico for my undergraduate education, graduating Cum Laude with a Bachelor of Science in Biology. My initial interest in EMS came during this time at UNM where I obtained my EMT Basic training and license, and did volunteer work with the Bernalillo County EMS.

After completing my Bachelor's degree, I worked in medical research and as a phlebotomist. After a few years I decided to return to school, and was accepted to UNM School of Medicine where I received my MD in 2002. My medical school research project was related to helmet use in skiing, and my field research was done at the Santa Fe Ski Area. I worked on this project with Ryan Maloney, EMT-P with the UNM EMS Academy and under the mentorship of Darryl Macias, MD of the UNMH Emergency Department. I was selected to present the project results at the National Medical Student Research Forum in Carmel, California in 2002.

I was accepted to the Emergency Medicine Residency Program at Michigan State, where I trained for three years with an EMS focus, including two years as an EMS Flight Physician with AirCare of Borgess and Bronson Medical Centers. My residency research project was published in the Journal of Pre-Hospital Emergency Care and I was invited to present the results at the National EMS Conference in Naples, Florida in 2005.

After completing my Emergency Medicine residency program in 2005, I returned to New Mexico to practice emergency medicine, where I have worked for the past 17 years. I spent a number of those years working at the St. Vincent's ED, and now have spent the last 4 years working at the Santa Fe Presbyterian Medical Center ED, where I am currently employed.

During my career I have worked as the local Medical Director for PHI medical helicopter transport, and as the Emergency Department Director of the Lovelace Women's Hospital. I have also been a member of the UNMH Community Faculty Medicine program for a number of years, where I enjoy teaching medical students and emergency medicine residents.

On a personal level, I am married Sara, a Registered Nurse who works in the Emergency Department in Espanola. Together with our two kids, we enjoy exploring the mountains of northern New Mexico where we can often be found skiing, mountain biking, camping, or chasing our dogs. Sara and I also enjoy the seasonal opportunity to work together at Mogul Medical Urgent Care at Taos Ski Valley, where we have participated in Ski Patrol and local EMS education.

I look forward to the opportunity to advance my career as a medical director again, and to expand my role within the local Santa Fe Fire EMS.

Thank you for your consideration,  
Paul Mikkelson, MD



## **City of Santa Fe Fire Department Directorship Intention**

At the core of any directorship is the passion to lead and to teach. As community faculty for medical students, residents, and EMTs, I have enjoyed the ability to teach and watch providers become confident in their skills and understanding of medicine and pathophysiology. Having the opportunity to teach others while simultaneously enhancing my own education and critical care skills has been a fulfilling part of my career. I am especially grateful to have had these opportunities in wonderful northern New Mexico.

As the medical director of the City of Santa Fe Fire Department, I envision myself as being highly involved and readily available. My presence and accessibility to the EMS staff and the workforce of the fire department will be my top priority. Regular, scheduled, hands-on teaching and quality review will be the cornerstone of my approach to directorship. The importance of communication and professionalism while representing the City Fire Department to the community of Santa Fe cannot be understated, and I will make it my goal to do so. I have always admired the conduct and competence of the members of the City of Santa Fe Fire Department, and I look forward to being an integral part of continuing and enhancing that environment.

## **City of Santa Fe Fire Department Directorship Work Hours Outline**

### Estimated Monthly Hours Commitment – 30-35 Hours

- EMS Teaching – 10-12 hours per month
  - In Classroom EMS education
  - MIH evaluation and education
  - Staff training for physical, behavioral, and public health
  - Medical Skills and Procedures training
  - EMS Research and Project Involvement
- Quality Management – 3-4 hours
  - Quality Assurance Chart & Case review
  - Provider competency review
  - Patient follow up and communication
- Protocol and Policy review and improvement – 2-3 hours (following initial plan of protocol review and improvement report)
- In house meetings with SFFD administration hours – 2 hours
  - MO monthly meeting
  - MIHO monthly meeting
- Miscellaneous office hours and emails 2-3 hours
- Attend & provide input at NM Medical Direction & Trauma Advisory Committee meetings – 8 hours quarterly
- Attend meeting with DOH, BH services, and hospitals as needed
- Medical Oversight of SFFD non-EMS medical team – as needed
- Local Healthcare Community relations – as needed
- Emergent Medical direction by phone for EMS crews as needed & available
- Emergency Consultation with City and Local government entities as needed
- EMS outreach including attending public events, station visits, Q&A, and ride alongs as requested

## **City of Santa Fe Fire Department**

### **Director Expense Proposal**

- Fee Structure
  - \$60,000 base annual salary for all agreed upon services
  - \$5000 monthly payout amounts issued as a 1099
- Expenses Reimbursement
  - EMS Medical Director General Liability Insurance annual premium through NFP with NAEMSP membership – (\$4200-4600 estimate, final quote pending)
  - NAEMSP Annual membership fee - \$450
  - NAEMSP Annual Conference Stipend, to include registration fee, airfare, hotel, and food directly related to NMEMSP conference - \$2500
  - Travel reimbursement including milage, airfare, hotel, and/or food for all additional out of Santa Fe travel expenses directly related to work with SFFD
  - Business Laptop issued to me by SFFD, or reimbursement for purchase of laptop for SFFD related work -amount pending

# Paul Andrew Mikkelson, MD

## ***CURRICULUM VITAE***

### **Professional Employment**

10/2018 – present, Presbyterian Health Services Emergency  
Department, Santa Fe Medical Center Santa Fe, NM

01/2013 – present, Mogul Medical Urgent Care, 108 Sutton Place,  
Taos Ski Valley, NM 87525

07/2012 – 06/2022, Holy Cross Hospital Emergency Department,  
1397 Weimer Road Taos NM 87571

02/2018 – 10/2018 & 04/2006 – 10/2007, St. Vincent's Hospital  
Emergency Department, Santa Fe, NM 87505

01/2011 - 11/2012 & 01/2015 – 01/2017, Lovelace Health Systems  
Emergency Departments, Albuquerque, NM 87102

06-2017 – 06/2019, Alta Vista Regional Hospital Emergency  
Department Las Vegas, NM 87701

04/2006 – 10/2007 & 02/2016 – 02/2018, Los Alamos Medical  
Center Emergency Department Los Alamos, NM 87544

10/2007 – 05/2011, San Juan Regional Medical Center Emergency  
Department, Farmington, NM 87401

07/2005 – 03/2006, Presbyterian Health Services Emergency  
Departments, Albuquerque, NM 87106

09/2005 – 03/2006, Presbyterian Cardiac Rehabilitation Supervising  
Physician, Presbyterian Health-plex, Albuquerque, NM 87109

**Education**

**RESIDENCY** 2002 – 2005 Emergency Medicine, Michigan State University/Kalamazoo Center for Medical Studies, Kalamazoo, MI

**MEDICAL SCHOOL** 1998 – 2002 University of New Mexico School of Medicine, Albuquerque, New Mexico  
DEGREE AWARDED: Doctor of Medicine

**UNDERGRADUATE** 1990 – 1995 University of New Mexico, Albuquerque, New Mexico  
DEGREE AWARDED: Bachelor of Science Biology, AWARDS: Cum Laude, Valedictorian Scholarship, Phi Beta Kappa National Honor Society

**HIGH SCHOOL** 1990 Capital High School, Santa Fe, NM  
Awards: Class of 1990 Valedictorian, Varsity Soccer and Wrestling Team Captains

**License & Certification**

|   |                   |
|---|-------------------|
| American Board of Emergency Medicine #37608 | 11/2006 – present |
| New Mexico Medical License #MD2005-0318     | 06/2005 – present |
| DEA Registration #BM9354882                 | 06/2005 – present |
| NM Pharmacy Board CSR # CS00210763          | 06/2005 – present |
| ACLS recertification                        | 08/2022 – present |
| PALS recertification                        | 08/2022 – present |
| ATLS certification                          | 12/2002 – 12/2021 |

**Directorships**

Emergency Department Medical Director, Presbyterian Santa Fe Medical Center, Santa Fe NM 87507 02/01/2023 - present

PHI Air Medical Services NM Medical Director Aviation Albuquerque, NM 87106, 03/2016 – 04/2018

Emergency Department Medical Director, Lovelace Women's Hospital, Albuquerque, NM 87109, 01/2015- 12/2015

Scheduling Director for the Emergency Department Physicians, Holy Cross Hospital, Taos, NM 87571, 01/2013- 01/2015

Scheduling Director for the Emergency Department Physicians, San Juan Regional Medical Center, Farmington, NM 87401, 06/2009-05/2011

Medical Director for Pajarito Mountain Ski Area, Los Alamos, NM 87544, 2006-2007 ski season

**Community activities**

07/2014 - present – Clinical Assistant Professor, Department of Family and Community Medicine, University of New Mexico School of Medicine

**Research and Publications**

04/2005 – “**Evaluation of Prehospital Use of Furosemide in Patient with Respiratory Distress**”, **Prehospital Emergency Care**. 10(2):194–197, 2006

02/2002 – “**The Measurement and Evaluation of Speed Relative to Helmet Use at a Local Ski Area**”, Medical School Research Project

1997-1998 – Data Acquisition, Rio Grande Medical Technologies

1995- 1997 - Research Technician, Lovelace Inhalation Toxicology Research Institute

**Presentations**

01/2005, “**Evaluation of Prehospital Use of Furosemide in Patients with Respiratory Distress**”, NAEMSP Annual Meeting, Naples, FL

02/2002, “**The Measurement and Evaluation of Speed Relative to Helmet Use at a Local Ski Area**”, Western Medical Research Forum, Carmel, CA

**Interests**

EMS, Wilderness, Integrative, and Sports Medicine, Skiing, Mountain Biking, Rafting, Soccer, Hunting, Yoga, Family activities



## References

1. Ted Albright, MD  
Presbyterian Española Medical Center Emergency Department  
(775) 544-8429 [albright.ted@gmail.com](mailto:albright.ted@gmail.com)
  
2. Jamie Gagan, MD  
Christus St. Vincent Emergency Department, Santa Fe NM  
(505) 690-0659 [dancelzard@comcast.net](mailto:dancelzard@comcast.net)
  
3. Dham Khalsa, EMT-Paramedic, Training Captain  
Santa Fe Fire Department  
(505) 670-8517 [gskhalsa@santafenm.gov](mailto:gskhalsa@santafenm.gov)
  
4. Linda Lynch, MD  
Director/Owner Mogul Medical Urgent Care, Taos Ski Valley NM  
(575) 770- 2439 [lindalynchtaos@gmail.com](mailto:lindalynchtaos@gmail.com)
  
5. Christa Castro PA-C  
Director/Owner Mogul Medical Urgent Care, Taos Ski Valley NM  
(575) 770-3603 [taostelerina@gmail.com](mailto:taostelerina@gmail.com)
  
6. Brian Kennedy, Firefighter/Paramedic  
Santa Fe Fire Department, Santa Fe NM  
(505) 204-2242 [brianstonelogic@gmail.com](mailto:brianstonelogic@gmail.com)
  
7. Timothy Peterson, MD  
EMD Medical Director- Juneau, Alaska EMS, & former owner/founder of Mogul  
Medical Urgent Care, Taos Ski Valley NM  
(575) 770-8448 [quigleypeterson@gmail.com](mailto:quigleypeterson@gmail.com)

### **Ryan Hodnick D.O. - Proposal Summary- March 27, 2023**

If awarded the contract I plan to work closely with the command and field staff to improve EMS and strive for the highest national and state standards for the department and the residents of Santa Fe. My vision for the department is to continue to grow and improve the quality of the care we provide as well build upon the services and care we provide by adding skills and tools to the field. During my time with Santa Fe Fire, I have seen the development of the MIH program, Ketamine added as a special skill, the adoption of the Handtevy, interfacility transport, as well as the recent introduction of a QA program. The department has grown in a positive direction and continues on a positive trajectory. Quality assurance is the area I believe can really help drive and shape the department. It not only helps reveal strengths as well as weaknesses but can really drive future care in the field. In my experience the most robust QA programs start with the field providers doing QA on each other's care with charts being escalated up to the command staff with further being filtered up to medical direction. Not only should QA help individual providers improve charting, but it should also drive education. Data collected from QA as well as trends should drive education with quarterly education based off quality data. I also believe the field should drive care and that the input of field staff is vital to the growth and improvement of the department. It is also vital to have the buy in of crews to have ownership of the care they provide. I would like to see a committee of field providers or a method to submit proposals to make improvement and changes in care. Protocols should be a living document and always open to adapt to needs of the service. The best departments are field driven by the crews. If awarded the contract I would like to propose working in the office with command staff twice month for 6 hours at minimum each time. I believe having personal interaction with command staff and field staff bi monthly important. An annual schedule could be set up for 2023. During this time, I would like to be open to have anyone meet and discuss current charts from QA, skills, etc. I would also like to have time open to field staff, to stop by in person or to talk over the phone as needed. As Part of QA I would also like to continue to have RCAs both for exceptional care and patient encounters where a deeper investigation needs to be done. Inviting the training officer to meetings relevant to education when it comes to QA I believe is also important. Soon I will be starting at Presbyterian Santa Fe working part

time and will have a chance to interface with crews from the ED side. I also feel that MIH program could potentially be expanded to include post hospital discharges to better help patients navigate the discharge process and prevent re-hospitalization. I currently work with a program in Texas that successfully provides this service in the Houston area. This program has been very successful and has rapidly expanded due to the decrease in re-hospitalization. The MIH program at Santa Fe Fire has been very successful in the treatment of mental health and substance abuse, despite initially having many obstacles and challenges to overcome. I am very familiar with both the National Registry process as well as the state renewal process and typically handle these items yearly on my own. I also represent Region I on the state medical direction committee and serve as an advocate for the field. I feel that as part of the process the medical director needs feedback to be more effective and provide the best service to the department and encourage this from all staff. I can continue to be available by phone for issues in the field that arise that require more than regular medical control from a receiving facility. EMS is my passion and I am dedicated to EMS as a profession and specialty of medicine and can help be a part of steering the department toward excellence. I have enjoyed my time with Santa Fe Fire and have enjoyed working with many great and dedicated individuals and hope to continue to be a part of the excellent work the department has done. Please feel free to contact me with any further questions.

### **Outline Proposed Fee Structure**

For medical direction services as proposed above with a minimum of 20 hours a month the fee of \$2,300 will be billed monthly with gross receipts charged at current rate and updated in real time in accordance with state mandated changes of gross receipts tax.












# 23-0141HealthFrfont, P.C. CHST FIRE

Final Audit Report

2023-04-13

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