
Invitation to Tender – Psychologists for Government acquired contracts Training for Independence

Healthvision NZ Ltd are looking for regional based Psychologists or companies **across Auckland and BOP/Waikato** to support our clients in their own homes, in the community and Healthvision approved sites. We are a lead contractor to ACC for TI.

This role will require psychological assessment, interpretation, and formulation of therapeutic plans to meet the emotional and psychological needs of our clients.

Purpose of the service is to:

“Restore and /or maintain, the Clients independence and ability to participate in their everyday activities and within their wider community to the maximum extent practicable and to reduce the client’s likely need for rehabilitation”

ACC measures the success based on the following objectives:

- Clients gain functional ability, education, skills, and knowledge that increase the Clients independence, resilience, and participation in their everyday lives
- Clients can independently manage their usual day to day activities
- Clients have a reduced need for further rehabilitation and other ACC funded services
- Clients have a reduced incidence of further injuries
- Preventable injuries or deterioration such as pressure injuries or other secondary injury caused by preventable means and /or deterioration of their covered injury should not occur
- Clients receive timely rehabilitation services.
- There is accurate plan and reporting in place

As part of a multidisciplinary team, the Psychologist will:

- work closely with all allied health professionals
- be a good communicator
- Respect other’s areas of expertise.
- Engage clients and their family/whanau in the recovery process by providing the client the service they need to achieve independence.

Healthvision work through the full journey of phases - Referral, Planning, Service Delivery and Completion.

The key interdisciplinary members must:

- Be proactive in their contact with the client, family, and whanau

-
- Be responsive to cultural needs
 - Maintain a supportive, open relationship
 - Provide a safe and trusting environment
 - Approach the relationship in a holistic, client and family-centered way
 - Be committed to working with the bio-psycho-social model and other modalities
 - Work across agencies
 - Work with family's strengths and ways of coping.

See Appendix for further information on the Training for Independence Services Operational Guidelines. Also you can access Healthvision website at www.healthvision.co.nz

You are hereby invited by Healthvision NZ Ltd to submit a tender for the above contractual service.

Instructions and information including specification of requirements for those applying to tender are outlined below.

If you wish to submit a tender, you are required to return **one electronic mail version** of your proposal, clearly marked as such.

Please note memory sticks are not accepted.

1.	INSTRUCTIONS AND INFORMATION FOR TENDERERS
-----------	---

1. Tenders must be submitted in accordance with these instructions and any further instructions contained in other documentations issued by Healthvision NZ
2. The Tenderer may not alter this document. Any proposed alteration is to be given in a separate letter accompanying the tender.
3. Tenderers may be rejected if any of the requested information is not supplied with the tender or if the submission fails to comply with the format and presentation.
4. Tenders will be received up to the time and date stated. It is the Tenderers' responsibility to ensure that their tender is received on time. Healthvision NZ does not undertake to consider any tender received after that time unless there is sufficient evidence to pre-suppose its due delivery.
5. Healthvision NZ does not acknowledge receipt of tender documents and accepts no responsibility for loss or non-receipt of applications.
6. Healthvision NZ expressly reserve the right not to award any contract as a result of this procurement process and it shall not be liable for any costs incurred by Tenderers. Healthvision NZ also reserve the right to accept all or any part of a tender.
7. Prices shown must be exclusive of GST
8. The Tenderer must not inform anyone else of their tendered price.
9. The Tenderer must not try to obtain any information about any other party's tender or proposed tender before the contract is awarded.
10. The Tenderer must not arrange with any other party the submission of a tender except in the circumstances where sub-contracting and/or joint ventures are applicable.
11. Where invoices will be rendered by or payments made to, an entity whose title differs in any respect from the title in which the tender is submitted, full details must be provided in a letter accompanying the tender.
12. Successful Tenderers who fail to provide this will experience non-payment of their invoices.
13. Healthvision may accept two successful tenders according to the availability of coverage across the regions included in this document.
14. All responses to this Invitation to Tender must be in English.

2.	BACKGROUND INFORMATION
-----------	-------------------------------

Who we are:

Healthvision is a successful private team of highly trained specialist nurses, caregivers and rehabilitation specialists who have been caring for people in their own home since 1998.

Passionate about delivering the best experience and outcomes, we work closely with our clients, their family and whānau to best understand and support their needs: whether short or long term, 24 hours per day to a few hours per week.

We provide a range of services across New Zealand for many funders, including:

- Accident Compensation Corporation (ACC)
- The Ministry of Health Disability Support for individuals less than 65 years of age
- Individualised funded clients
- Ministry of Health Enabling Good Lives
- Counties Manukau District Health Board
- Privately funded clients

Due to our substantial expertise and unparalleled focus on quality and personalised service delivery, we often cater to clients who face the most complex health challenges.

Our service expertise includes:

- Spinal Cord Injury
- Traumatic Brain Injury
- Other Serious Injuries such as burns
- Cerebral Palsy
- Autism
- Palliative Care
- Burn and Wound Care
- In home complex care

We can provide ACC clients with a comprehensive wraparound service to meet all their in-home care, nursing, and rehabilitation needs, so that clients can maximise their wellbeing and independence.

Our global partner BAYADA Home Healthcare is equally passionate about making a difference in the lives of others, and we work closely together to deliver the best healthcare services to our communities.

3.	ABOUT THIS TENDER
-----------	--------------------------

Scope and Timing of Work

Initially one year with potential for extension.

Availability preference from November 2020

The coverage for the tender is Auckland region, Bay of Plenty and Waikato. Healthvision NZ will consider independent Psychologists or companies that can cover the service in part or all of the regions.

10 – 15 hours per week with the expectation to increase depending on referrals.

Tender Requirements

The application should provide the following information:

3.1 Knowledge, Skills and Experience Required

Provide a brief description of your experience of:

- Therapeutic Assessment and Planning
- Providing clinical 1-1 and group based intervention,
- Reflective practice support sessions and
- Direct therapeutic work.

Note: A minimum of 2 years' experience in relation to the above is required.

You must also confirm that you have professional indemnity insurance of no less than \$1million.

3.2 Your Tender should show the following competences.

- Professional post graduate degree in counselling or health psychology (as recognised by the NZ Psychological Society).
- Comprehensive assessment and interpretation of the emotional and psychological wellbeing needs of adults and/or children.
- Ability to integrate data from a range of sources (psychological testing, self-reporting measures, observations, histories, and 'interviews' with relevant people).

- Formulation and implementation of therapeutic plans with clear evidenced based psychological interventions and supports.
- Excellent communication skills and be capable of navigating complex relationships, negotiating through barriers to communication, and disseminating information of a sensitive nature in a fair and non-sensationalised way.
- Effective partnership with other Professionals and Clinicians.
- 1-1 therapeutic work.
- Therapeutic planning incorporates an active assessment and planning for the client's readiness for a training for independence intervention
- Monitoring and evaluating the effectiveness and impact of therapeutic plans. This includes processes for auditing team practice and evaluating therapeutic outcomes.
- Effective governance of psychological practice at clinical and operational levels in consultation with your clinical supervisor, the team and manager.

3.3 Contractual Rate

The proposal must include an hourly rate, this may be listed:

- Inclusive of mileage and travel time
- Must be exclusive of GST
- Any other exclusive fees must be itemised and a full explanation supplied.

3.4 Area of Coverage

The proposal must include the area of coverage.

References

Please supply names and contact information of two individuals who can speak directly of the bidder's ability to meet the specific requirements of this tender.

Tender Submission and Contract terms

Tender submission

Proposals to undertake this work should be submitted electronically to Heather Jones (heather.jones@healthvision.co.nz) no later than **11 November 2020**.

Questions must be sent to Kevin Boyle (kevin.boyle@healthvision.co.nz) no later than **30 October 2020**. All questions will be answered by 5 November 2020 and forwarded to all applicants who have asked questions.

Tender submissions will be shortlisted and arranged accordingly. All Tenders will be informed of progress.

Contract terms

Healthvision NZ will negotiate contract terms upon selection. All contracts are subject to review and a tender will be awarded upon signing of an agreement or contract, which outlines terms, scope, budget, and other necessary items.

4.	EVALUATION CRITERIA
-----------	----------------------------

A tender assessment panel will examine all tenders received. The panel will have to be satisfied that the method and programme of work meet the requirements and are cost effective. The panel will also consider other criteria to include:

- Clear demonstration and understanding of the qualification required and competencies to be addressed
- Level, depth, nature of experience in the area
- Overall assessment and quality of proposal

Interview process for tenderers shortlisted based on above criteria

Healthvision NZ reserves the right to consider any other relevant considerations that, in its absolute discretion, it may deem are appropriate.

5.	PRICING SCHEDULE
-----------	-------------------------

1. Prices will be fixed for the duration of the initial contract and any decision to extend beyond this will include consideration of prices proposed for a period of extension.
2. The prices in the pricing schedule shall include for all goods and services shown or described in the contract as a whole and for all goods and services not described but apparent as being necessary for the complete and proper execution of the provision of the contract.
3. Each item in the Pricing Schedule must be fully priced, with insertions for each item. If any item is unpriced, that item shall be deemed to be free of charge.
4. Applications for payment shall be made in accordance with Healthvision NZ Financial Procedures which are available upon request.
5. All prices quoted must be exclusive of GST.

6.	APPENDIX
----	----------

Training for Independence Services Operational Guidelines (ACC)
<https://www.acc.co.nz/assets/contracts/tis-og.pdf>