



**Department
of Health**

REQUEST FOR INFORMATION (RFI)

CLINICAL PHYSICIAN STAFFING SERVICES

RFI #: 137603

Issued: February 26, 2026

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1 Calendar of Events

RFI 137603 Clinical Physician Staffing Services	
<u>Event</u>	<u>Date</u>
Issuance of Request for Information	February 26, 2026
Deadline for Submission of Written Questions	March 12, 2026
Answers to Questions Posted	March 26, 2026
RFI Responses Due	April 9, 2026

2 Background and Purpose

Background

The New York State Department of Health, Helen Hayes Hospital (NYSDOH HHH) is a 106 bed rehabilitation facility with an additional 25 beds assigned to a SNF sub-acute unit, and a 24 Transitional Care bed unit located in Rockland County, Rt. 9W, West Haverstraw, New York 10993. It is part of the New York State Department of Health. The Hospital offers care and treatment to people with physical disabilities and chronic disabling diseases of all ages.

NYSDOH HHH treats up to 155 licensed beds serving patients with acute physical rehabilitation needs to which all patients require an extensive amount of medical oversight and requirements in order to be properly cared for.

Clinical Staffing Services are required to provide NYSDOH HHH Licensed Physicians on site to provide safe top quality patient care to our acute physical rehabilitation inpatient

population. The clinicians bring the highest quality medical treatment curating innovative treatment approaches and medical perspectives to the units on an ongoing basis.

The Hospital must be staffed with highly specialized physicians who are specialized in Physical Medicine and Rehabilitation (PM&R) and Neurology. The Medical Staff Physicians are board certified in areas of specialty such as Spinal Cord Injury, Brain Injury and Internal Medicine.

The Clinical Physician Staffing Services also provides for a patient care environment built on highly specialized Clinicians tailored to NYSDOH HHH's population to ensure appropriate medical treatment is rendered for acute diagnoses such as Brain Injury, Spinal Cord Injury, Stroke, Neurologic Conditions and Pediatric Diagnoses. Specifically the physicians provided to NYSDOH HHH must be licensed in the State of NY and Board Certified Specialist. Specialist physicians include:

- Physical Medicine and Rehabilitation Physicians (Physiatrists)
- Neurology Physicians (Neurologists)
- Internal Medicine Physicians
- Pathology Physicians
- Medical Director

Purpose

NYSDOH HHH is seeking to identify experienced, responsive vendors with experience providing services to New York State owned and operated acute physical rehabilitation health care institutions to provide information on Clinical Physician Staffing Services.

The information obtained through this Request for Information will be used by NYSDOH HHH to gather information from contract providers with experience in providing Clinical Physician Staffing Services. The physicians will provide medical treatment and patient care in a highly specialized acute physical rehabilitation inpatient and subacute population.

3 Who Should Respond

This RFI is seeking information from interested parties who:

- Are clinical service providers with five years of experience in providing Clinical Physicians within the specialty areas of Physiatry, Neurology, Internal Medicine, Pathology or Medical Director with rendered services being provided in a New York State owned and operated acute physical rehabilitation healthcare institution. Clinical Physicians provided must be experienced in the oversight of Resident Physicians and have an academic appointment.

4 Instructions for Responding to this RFI

This is not a Request for Proposals. Respondents are specifically requested not to submit cost proposals. This RFI will not be used to evaluate, rank or select vendors, nor will it be used to pre-qualify vendors for a subsequent competitive bidding process, if any.

Responders to this RFI will not be precluded from responding to a future RFP, if any.

NYSDOH HHH may issue announcements amending this RFI in response to vendor questions. All firms expressing interest in the RFI will be notified via e-mail regarding release of any new RFI information.

4.1 RFI Response and Electronic Submission Requirements

The respondent should provide a cover letter (limited to no more than 2 pages in length) that includes the following corporate information:

- Company name
- Primary contact name & job title
- E-mail address
- Telephone number
- Mailing address

Please provide the contact information (name, job title, E-mail address) for any additional contact persons as appropriate.

Include a brief statement regarding why you are interested in this RFI. Responses should include information regarding the company's organization and history of providing Clinical Physician Staffing Services.

This should include information regarding relevant background experience and number of years in the business of providing Clinical Physician Staffing Services with New York State owned and operated acute physical rehabilitation healthcare institutions with established GME accredited Residency Programs and number of existing clients with similar environments.

In order to submit a response, please email the file to HHHBidrequest@helenhayeshosp.org.

4.2 Questions

Any questions concerning this RFI must be emailed:

HHHBidrequest@helenhayeshosp.org by: March 12, 2026 with the subject line “RFI 137603 Question Submission.”

Questions and answers to all questions will be compiled and shared with all vendors that have either submitted questions or registered their interest in the RFI.

5 Review Process

Responses received on or before the due date listed in the Calendar of Events will be reviewed by NYSDOH HHH. NYSDOH HHH is under no obligation to use or return any information or material submitted in response to this RFI. Further, NYSDOH HHH is under no obligation to inform any responders as to the outcome of the review of responses submitted to this RFI, as this RF is strictly for information gathering and planning purposes.

Should NYSDOH HHH proceed with the development and issuance of a competitive procurement, such as a Request for Proposal, an advertisement would be placed in the New York State Contract Reporter as well as listed on NYSDOH HHH funding opportunities web page, located here: Grants/Funding Opportunities-New York State Department of Health. Any responders to this RFI who express and interest in bidding on a future competitive procurement opportunity would be added to NYS DOH HHH’s mailing list and would also receive an email announcement regarding the solicitation.

5.1 Responder Submission Clarifications

NYSDOH HHH may ask responders to clarify the contents of their submissions. Other than to provide such information as may be requested by the Department, responders are asked to refrain from seeking to alter responses or add information after the Deadline for Submission of Responses listed in Section 1 Calendar of Events.

5.2 Reserved Rights

With regard to reviewing vendor responses received for this RFI, the Department reserves the right to:

1. Reject any or all responses received to this RFI;
2. Withdraw the RFI at any time, at sole discretion of the Department;
3. Issue subsequent RFIs to obtain any needed information not received in response to this RFI;
4. Contact responders to this RFI to obtain clarification or additional information;
5. Utilize all ideas submitted in the responses received; and
6. Request to meet with vendors.

6 General Terms

Reimbursement

NYSDOH HHH will not be liable for any costs incurred by any respondent pertaining to the preparation and submittal of any written responses in response to this RFI.

Freedom of Information Law (FOIL)

Any content that is proprietary and/or confidential should be marked as such in the response. Failure to mark content as proprietary and/or confidential may result in its disclosure in the event a response is the subject of a Freedom of Information request under Public Officers Law Section 87