



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

Canc frp: Oct 2005

IN REPLY REFER TO

BUMEDNOTE 4200
BUMED-M4
29 Oct 2004

BUMED NOTICE 4200

From: Chief, Bureau of Medicine and Surgery

Subj: GUIDANCE ON USE OF CLINICAL SUPPORT AGREEMENTS

Ref: (a) BUMEDINST 4200.2A
(b) TRICARE Operations Manual, Change 8
(c) Federal Acquisition Regulation, Part 1.602
(d) Federal Acquisition Regulation, Part 10
(e) Federal Acquisition Regulation, Part 3.104

1. Purpose. This notice supplements reference (a) and provides guidance on the use of Clinical Support Agreements (CSAs).

2. Background. CSAs are a means to acquire supplementary health care staff through task orders written against the TRICARE Health Services and Support Contracts in accordance with procedures contained in reference (b). Reference (a) designates NAVMEDLOGCOM as the cognizant technical manager for all health care services contract initiatives within the BUMED claimancy.

3. Guidance. All decisions on the type of contract vehicle to be used to acquire supplementary health care staff shall be the purview of the contracting officer in accordance with reference (c). NAVMEDLOGCOM is the only activity in the BUMED claimancy whose contracting officers have the authority to award contracts or issue task orders with a value exceeding \$100K.

a. Medical treatment facilities (MTFs) shall submit requests for health care services contracts to NAVMEDLOGCOM, Code 07 in accordance with reference (a).

b. NAVMEDLOGCOM will coordinate development of contract documentation with the requiring activity and utilize all available competitive contracting vehicles to satisfy the requirement before entertaining the use of CSAs.

c. MTFs are not prohibited from having contact with the health services and support contractors for purposes of market research (reference (d)) relating to potential CSAs. However, MTFs are prohibited from disclosing source selection information (reference (e)) such as Government budget data and calculations or Statements of Work; prohibited from making unauthorized commitments; and prohibited from splitting requirements to match local contracting authority. Further, MTFs shall avoid giving any potential contractor an unfair competitive advantage, and shall only exercise the

BUMEDNOTE 4200

29 Oct 2004

authority to obligate the Government to the extent such authority has been expressly delegated by Naval Supply Systems Command (NAVSUPSYSCOM). Violation of the above prohibitions will compromise the Government's position during procurement actions.

4. Cancellation Contingency. Retain until incorporated into reference (a).



K. L. MARTIN
Vice Chief

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