



COMMONWEALTH OF VIRGINIA

County of Henrico

Professional Services Contract

Contract No. 2222A

This Professional Services Contract (this “Contract”) entered into this 5th day of November 2021, by MAO Pharmacy, Inc. (the “Contractor”) and the Henrico County Sheriff’s Office (“HCSO”).

WHEREAS HCSO has awarded the Contractor this Contract pursuant to Request for Proposals No. 21-2222-9JOK (the “Request for Proposals”), for Pharmaceutical and Related Services.

WITNESSETH that the Contractor and HCSO, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to HCSO as set forth in the Contract Documents.

COMPENSATION: The compensation HCSO will pay to the Contractor under this Contract shall be pursuant to Table 1 below.

Description	Price / Fee
Brand Name Medications	Wholesale Acquisition Cost (“WAC”) + \$2.95 per Rx
Generic Name Medications	WAC + \$2.25 per Rx
Intravenous Medications	WAC + \$5.00 per Rx
Over-the-counter Medications	WAC + \$2.50 per Rx
Mass Vaccination Clinic Services (with shared services)	\$10.00 per shot (not inclusive of vaccine cost)
Non-mass Vaccination Clinic Services	\$40.00 per shot + vaccine cost
Supervision by an Onsite Pharmacist	\$150.00 per hour per pharmacist

CONTRACT TERM: The Contract term shall be for a period beginning November 15, 2021 and ending December 31, 2023. HCSO may renew the Contract for up to three one-year terms giving 30 days’ written notice before the end of the term unless Contractor has given HCSO written notice that it does not wish to renew at least 90 days before the end of the term.

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the “Contract Documents”) which shall control in the following descending order:

1. This Professional Services Contract between HCSO and Contractor.
2. The General Contract Terms and Conditions included in the Request for Proposals.
3. Contractor’s Original Proposal dated October 8, 2021 (Exhibit A).
4. The Scope of Services included in the Request for Proposals.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

MAO Pharmacy, Inc.
5823 Patterson Avenue
Richmond, VA 23226



Signature

J. Hunter Hobgood UP of Genl

Printed Name and Title

11/9/21

Date

Henrico County Sheriff's Office
4317 East Parham Road
Henrico, VA 23228



Signature

Alisa A. Gregory
Sheriff

11/12/2021

Date

APPROVED AS TO FORM

Alyssa D.
Brown

Digitally signed by Alyssa D. Brown
DN: cn=Alyssa D. Brown, o=Henrico
County Attorney's Office,
ou=Assistant County Attorney,
email=abm220@henrico.us, c=US
Date: 2021.11.30 11:38:49 -0500



County of Henrico

Henrico County Sheriff's Office

RFP No. 21-2222-9JOK

**Pharmaceutical and Related
Services**

October 11, 2021, 11:00 AM EST



Submitted by:

Hunter Hoggatt, Vice President of Corrections
Westwood Pharmacy
5823 Patterson Avenue, Richmond, VA 23226
Hunter.hoggatt@westwoodpharmacy.com
(w) 804-288-1933 // (c) 804-519-3383
(f) 804-288-1510

Table of Contents

Section	Page Number
Tab 1: Introduction and Signed Forms	2
<i>Cover Letter</i>	3
<i>Proposal Signature Sheet – Attachment A</i>	5
<i>Business Classification Form – Attachment B</i>	6
<i>Virginia State Corporation Commission Registration Information – Attachment C</i>	7
<i>Proprietary/Confidential Information – Attachment D</i>	8
Tab 2: Statement of the Scope	9
Tab 3: Offeror Qualifications, Experience, Resumes and References	21
<i>Offeror Qualifications</i>	22
<i>Experience</i>	23
<i>Resumes</i>	26
<i>References - CONFIDENTIAL</i>	41
Tab 4: Service Approach and Methodology	47
Tab 5: Exceptions	49
Tab 6: Assumptions	51
Tab 7: Appendices	53
<i>Licenses</i>	54
<i>Sample Certificate of Insurance</i>	60
<i>Sample Reports</i>	61



Tab 1: Introduction and Signed Forms

October 8, 2021

Oscar Knott, CPP, CPPO, VCO
Purchasing Director
8600 Staples Mill Road
Henrico, VA 23273-0775

RE: County of Henrico – Henrico County Sheriff’s Office
Request for Proposal – RFP No. 21-2222-9JOK -- Pharmaceutical and Related Services

Dear Mr. Knott:

Thank you for the opportunity to respond to the above-listed Request for Proposal. Westwood Pharmacy is excited to highlight the services we can provide to Henrico County. ***As your current provider, Westwood Pharmacy values our partnership with Henrico County – a partnership that spans over twenty years. We understand that your facilities deserve prompt and reliable services and unparalleled customer support while offering consistent and aggressive cost effectiveness throughout the contract.*** Westwood Pharmacy is the leading provider of correctional pharmaceuticals in the Commonwealth of Virginia, servicing approximately one out of every two inmates in the Commonwealth of Virginia. Westwood Pharmacy services over 175 facilities across 30 states. Additionally, Westwood Pharmacy serves as the leading pharmacy provider to the Virginia Community Services Boards.

We have established ourselves as a national pharmacy provider, but fortunate enough to be your neighborhood pharmacy. Westwood Pharmacy serves as your back-up pharmacy, providing the extra benefit of ***NO back-up or hidden fees. Moreover, by retaining Westwood Pharmacy, Henrico County avoids incurring costs related to implementation and training of a new system.*** In other words, Henrico County avoids the “pain of change” associated with changing pharmacy providers.

Henrico County’s facilities will continue receiving the following services Westwood Pharmacy has been providing over the years:

- Established history together
- Local presence: we are your neighbor and your back-up pharmacy, eliminating back-up fees
- Proven cost effectiveness and aggressive pricing throughout the contract’s lifecycle – ***NO*** back-up fees; ***NO*** costs related to implementation and/or training
- Dependable daily deliveries by Westwood Pharmacy’s dedicated drivers
- Generous credit reimbursement program
- Exceptional support even during emergencies and natural disasters; alleviating the worry of potential service disruptions from outside delivery services
- Consistency in patient care without disruption in services or support

- Active quarterly P&T meetings which includes thorough and accurate data analysis
- Direct access to our management team
- 24/7/365 consultation support at no additional cost

At Westwood Pharmacy, you are **not** another name on a client list; rather, you are our partner! We strongly believe in not only assisting Henrico County strive to meet its goals and objectives defined in the Request for Proposal, but we at Westwood Pharmacy will help exceed those goals and objectives. Should you have any questions or desire additional information, please feel free to contact me. We sincerely thank you for your consideration in this procurement process.

Respectfully yours,




Hunter Hoggatt, Vice President of Corrections
5823 Patterson Avenue, Richmond, VA 23226
Email: Hunter.hoggatt@westwoodpharmacy.com
(w) 804-288-1933 // (c) 804-519-3383 // (f) 804-288-1510

ATTACHMENT A PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal ("RFP") No. 21-2222-9JOK – Pharmaceutical and Related Services.

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO <u>NOT</u> USE TRADE NAME):	
MAO Pharmacy, Inc.	
ADDRESS:	
5823 Patterson Avenue	
Richmond, VA 23226	
FEDERAL ID NO:	54-1857437
SIGNATURE:	
NAME OF PERSON SIGNING (PRINT):	Hunter Hoggatt
TITLE:	Vice President of Corrections
TELEPHONE:	(804) 519-3383
FAX:	(804) 288-1510
EMAIL ADDRESS:	hunter.hoggatt@westwoodpharmacy.com
DATE:	10/08/2021

ATTACHMENT B BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: MAO Pharmacy, Inc., DBA Westwood Pharmacy

This form completed by: Signature:  Title: Vice President of Corrections

Date: 10/08/2021

PLEASE SPECIFY YOUR **BUSINESS CATEGORY** BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- SMALL BUSINESS
- WOMEN-OWNED BUSINESS
- MINORITY-OWNED BUSINESS
- SERVICE-DISABLED VETERAN
- EMPLOYMENT SERVICES ORGANIZATION
- NON-SWaM (Not Small, Women-owned or Minority-owned)

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia's electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? Yes No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.

667868 NUMBER

02/05/2024 DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. "African American" means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.
2. "Asian American" means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.
3. "Hispanic American" means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.
4. "Native American" means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

is a corporation or other business entity with the following SCC identification number:
0487174-5 -OR-

is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust -OR-

is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) -OR-

is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids:

ATTACHMENT D
PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF OFFEROR: MAO Pharmacy, Inc., DBA Westwood Pharmacy

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342(F) in writing, either before or at the time the data or other materials are submitted. The Offeror must specifically identify the data or materials to be protected including the section(s) of the proposal in which it is contained and the pages numbers, and state the reasons why protection is necessary. A summary of trade secrets and proprietary information submitted shall be submitted on this form. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. Va. Code § 2.2-4342(F) prohibits an Offeror from classifying an entire proposal, any portion of a proposal that does not contain trade secrets or proprietary information, line item prices, or total proposal prices as proprietary or trade secrets. If, after being given reasonable time, the Offeror refuses to withdraw such classification(s), the proposal will be rejected.

SECTION/TITLE	PAGE NUMBER(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE
Tab 3 - References	41-46	Confidential client list.



Tab 2:

Statement of the Scope

SCOPE OF SERVICES

The Successful Offeror shall provide all labor, supervision, materials, equipment, etc. to provide pharmaceutical and related services on a when required basis.

A. General Requirements

At a minimum, The Successful Offeror shall provide:

1. A comprehensive drug formulary, which at a minimum, outlines drug categories that includes a full line of vaccines and controlled substances, and comparative pricing per drug under each category.

Westwood Response: Comply

Westwood Pharmacy exceeds the above requirement! As your current provider, Westwood Pharmacy fully understands the current structure of Henrico County's drug formulary as we outline drug categories, including a full line of vaccines and controlled substances utilized by Henrico County. Additionally, Westwood Pharmacy provides comparative pricing per drug under each category. Should Henrico County retain Westwood Pharmacy, we will continue to work diligently alongside your team to ensure an accurate and up-to-date drug formulary and provide timely statistical and data analysis. Our active formulary management guarantees your facilities maximize their performance both clinically and financially. Because of this best-practice approach, Westwood Pharmacy has had remarkable success with implementing formularies at our facilities. ***Our formulary management model, in some cases, has reduced prescription medication budgets by 35%. We help facilities achieve these budget reductions through our meetings with the medical team.***

2. Pharmaceutical services to the HCSO in accordance with applicable Federal, State, and Local statutes.

Westwood Response: Comply

Westwood Pharmacy provides all services according to Federal, State, and Local statutes.

3. Quarterly on-site services for the destruction of controlled substances in accordance with all local, state and federal regulations.

Westwood Response: Comply

Westwood Pharmacy, during quarterly on-site P&T Committee Meetings, will destroy any and all controlled substances according to all local, state, and federal guidelines. One of our licensed professionals will effectively and efficiently complete this task. HCSO receives the additional benefit of having our management team in close proximity, allowing us to be on site whenever needed!

4. Operational procedures showing compliance with standards set forth by the Virginia Department of Corrections and the American Correctional Association (“ACA”), including the provision of applicable forms, analysis, education, and quality improvement projects.

Westwood Response: Comply

As you partner for over twenty years, Westwood Pharmacy will continue executing operational procedures in accordance with the Virginia Department of Corrections and American Correctional Association, to include the provision of applicable forms, analysis, education, and quality improvement projects. Through the combination of servicing 175 jails in 30 states and standing as the leading pharmacy provider to Virginia jails, Westwood Pharmacy is strongly familiar with the Virginia Department of Corrections and the ACA’s policies and guidelines ensuring that our operational procedures merit and comply with both agencies.

5. All medications as ordered by authorized HCJS Medical Staff.

Westwood Response: Comply

Westwood Pharmacy will continue providing same-day delivery of medications as ordered by authorized HCJS Medical Staff.

6. “Stat Boxes” and “Emergency Boxes” at both jail facilities and deliver pharmaceuticals not included in the “Stat Boxes” or “Emergency Boxes within three hours as ordered by the Medical Director without extra charge (reference **Attachment F** for current inventory lists). All replaced “Stat Boxes” and “Emergency Boxes” medication will be accounted for by the Successful Offeror with a separate excel spreadsheet listing each item replaced, quantity, cost per item and total cost for item. The total cost for all items on the spreadsheet must agree to the total costs of all the items included on the invoice.

Westwood Response: Comply

Westwood Pharmacy exceeds the above requirement! HCSO will never have to worry about running out of medication as Westwood Pharmacy will continue providing “Stat Boxes and Emergency Boxes” to both Henrico County Jail Facilities. Additionally, because of our convenient location, HCSO will promptly receive pharmaceuticals not included within the Stat or Emergency Boxes within three hours, and at no extra charge. Additionally, Westwood Pharmacy reviewed **Attachment F** and will provide a separate excel spreadsheet listing each item replaced, quantity cost per item, and total cost for the item. We ensure proper reconciliation of all items on the spreadsheet so that the total cost of or all items on the spreadsheet match the total cost for all items on the invoice. ***HCSO receives the additional bonus of continuing to receive multiple daily delivers at NO extra charge – a benefit only available through Westwood Pharmacy!***

7. Assistance and guidance in coordinating with the Medical Director to verify the current formulary and supply.

Westwood Response: Comply

Westwood Pharmacy will continue providing assistance and guidance in conjunction with the Medical Director to verify the current formulary and supply. Think of Westwood Pharmacy's Team as an extension of HCSO's team!

8. At no cost, six total medication delivery carts (three at Jail West and three at Jail East) and replace, at no cost, any cart that becomes unusable and unrepairable as a result of normal wear and tear.

Westwood Response: Comply

Westwood Pharmacy guarantees a total of six medication delivery carts (three for each Jail Facility) at no additional cost. Additionally, Westwood Pharmacy will replace (at no additional cost) any cart that becomes unrepairable or unusable resulting from normal wear and tear over the life of the contract.

9. A start-up and transition schedule, including but not limited to medicine supply, "Stat" and "Emergency" boxes, interfacing with HealthSecureEMR, and policy manuals.

Westwood Response: Comply

Westwood Pharmacy exceeds the above requirement! Because we are your current provider, no start-up transition is required. By retaining Westwood Pharmacy, Henrico County avoids "the pain of change" associated with switching pharmaceutical providers. Westwood Pharmacy provides continuous monitoring of current supplies for the Stat and Emergency boxes and current medication inventories. Additionally, seamless integration with HealthSecureEMR currently exists and policy manuals are maintained and reviewed on a regular basis – ensuring up-to-date and accurate policy information. Westwood Pharmacy is proud of the long-time working relationship with HealthSecure EMR. Rest assured, HCSO will continue benefiting from the seamless integration resulting from this long and relationship.

B. Ordering and Receiving Requirements

The Successful Offeror shall provide:

1. A solution that interfaces with the HCJS EMR system for ordering, returning and disposing of medications. The solutions shall provide electronic prescription ordering through the interface with HealthSecure EMR. The solution will provide a modern Web service interface with HealthSecure EMR a SpiralFX Interactive LLC software product. This interface solution will be based on SOAP/XML; to be bi-directional (in a specific way); to having a reasonably quick timing; to have a retry capability so it automatically recovers from failure; to have a report to view for debugging; and a “push” button that will send everything over in the case of failure. *Contact information for SpiralFX: Andrew Royappa, Ph.D., Chief Executive Officer, SpiralFX Interactive, LLC, (214) 497-6573 direct, (877) 857-2539 toll-free, email: info@healthsecure-emr.com.*

Westwood Response: Comply

Westwood Pharmacy exceeds the above requirement! As your current provider, Westwood Pharmacy fulfills the above requirements related to the HealthSecure EMR. Full integration currently exists via the bi-directional interface and functions without issue, providing the necessary data transfers as they relate to electronic ordering and data mining. All data recovery and debugging functionality ensures proper maintenance of vital data.

2. Medication packaging and bar code labeling of medications and medical supplies that contain the HealthSecure EMR generated prescription authorization number (RXO Number) in a bar code font that is compatible with the HealthSecure EMR scanning equipment.

Westwood Response: Comply

Westwood Pharmacy will continue providing Henrico County with medication packaging and bar code labeling of medications/medication supplies, containing the HealthSecure EMR-generated prescription authorization number in bar code format.

3. All prescription drugs in individually labeled “blister” packs, (or comparable solution acceptable to the HCSO).

Westwood Response: Comply

Westwood Pharmacy will continue providing Henrico County with individually labeled blister packs in accordance with HCSO’s labeling requirements.

4. Over-the-counter (“OTC”) medications in bulk or retail quantities.

Westwood Response: Comply

By retaining Westwood Pharmacy, HCSO will continue receiving bulk/retail quantities of OTC medications.

C. Delivery Requirements

The Successful Offeror shall provide:

1. Same day delivery, Monday through Saturday, of medications and medical supplies which are ordered no later than noon (12:00 p.m.) each day.

Westwood Response: Comply

Westwood Pharmacy exceeds the above requirement! HCSO will continue receiving same-day delivery of medications and medical supplies, Monday through Saturday, for all orders placed no later than 12:00 PM each day. Westwood Pharmacy’s dedicated fleet of delivery drivers stands ready to deliver medication and medical supply deliveries to both HCSO Jails (East and West), ensuring prompt and friendly service. Having a national provider in such close proximity will help HCSO reach your goals and objectives related to pharmacy easier than your typical mail/ship, out-of-state pharmacy. HCSO continues receiving unparalleled service and support and gains effective cost savings.

2. 24-hour, 365 days a year, on-call services for medical emergencies and deliver to Jail East or Jail West locations, emergency medications and medical supplies within three hours of order.

Westwood Response: Comply

HCSO Facilities will continue receiving 24/7/365 access to consultation services for medical emergencies at no additional cost, along with delivery within three hours of ordering. We are also your back-up pharmacy in times of emergencies, eliminating costly back-up fees often associated with outside providers. Because of our prime location, HCSO will never endure delays related from inclement weather. ***Our close geography results in increased levels for the continuity of care for your inmates. Potentially, the number of inmate complaints related to care decreases and better patient outcomes increase. Think of our team as an extension of your medical team! Due to our quick turnaround times and our prime locations, we can respond quicker to emergency pharmacy-related issues faster than our competitors.*** Westwood Pharmacy is always available, whenever you need us!

D. Return and Credit of Medication

1. The Successful Offeror, in accordance with local, state and federal law, shall provide protocols for the return and credit of medication from HCSO. Credit will be given at 100% of the cost of medications to HCSO, with no restocking for medications returned by HCSO when the following criteria have been met:
 - a. The prescription medication was not adjudicated through third party insurance.
 - b. The prescription medication did not leave the control of the registered nurse or licensed practical nurse responsible for administration and security of the prescription medication. The prescription medication will only be administered to the individual for whom it was prescribed.
 - c. Labelling and packaging of the prescription medication has not been tampered with in any shape or form. This includes, but not limited to:
 - i. Identity
 - ii. Strength
 - iii. Expiration
 - iv. Lot Number
 - d. The prescription medication was dispensed in unit dosage blister cards or original manufacturer's packaging.
 - e. The prescription medication is not:
 - i. A controlled substance
 - ii. Expired
 - iii. Damaged
 - iv. Contaminated or comprised by outside environment
 - v. Improperly stored
 - vi. Refrigerated items
 - vii. Specialty items as determined by the Successful Offeror

Westwood Response: Comply

Henrico County will continue receiving prompt, optimal credits on returns at 100% of cost. Westwood Pharmacy, in accordance with Federal and State Laws and Regulations, and at the pharmacist's discretion with regards to eligibility, provides protocols for the return and credit of medication from HCSO.

In accordance with regulatory processes and procedures, any medications adjudicated through insurance, are not eligible for credit. A non-adjudicated prescription medication will be eligible for credit when meeting the criteria below. Westwood Pharmacy issues credits on non-adjudicated prescriptions for medications when:

- The Rx medication did not leave the control of the registered professional nurse or licensed practical nurse responsible for administration and security of the prescription drug. The prescription drug will only be administered to the individual for whom it was prescribed.
- Untampered labeling and packaging of the prescription drug, including, but not limited to:
 - Identity
 - Strength
 - Expiration
 - Lot number

- The dispensed prescription remains in unit dosage blister cards or original manufacturer's packaging.
- The prescription medication is not:
 - A controlled substance
 - Expired
 - Damaged or deteriorated
 - Contaminated or compromised by outside environment
 - Improperly stored
- Westwood Pharmacy catalogues returned medications for documentation, accountability, and for the purpose of providing credits on the next billing cycle. Westwood Pharmacy issues monthly credits for all medications including both full and partial cards as well as for half tablets. Only medications that comply with state and federal regulations and will not expire within 90 days are eligible for credits. We offer credits on full and partial blister cards. No additional charges will apply for the restocking of medications. *DEA regulations require on-site destruction of controlled substances; Westwood Pharmacy cannot accept the return of controlled substances and will therefore provide appropriate destruction methods to handle the destruction of controlled substances.*

HCSO will receive credits faster as Westwood Pharmacy's dedicated drivers pick up returns, eliminating the need to ship medications back to Westwood Pharmacy!

2. All returned medication will be documented by HCSO. The medications will then be returned to the Successful Offeror at the Successful Offeror's expense. Medications received shall then be cataloged by the Successful Offeror for documentation, accountability, and for the purpose of providing credit to be used for the next billing cycle. Credit shall be given on a monthly basis for all medications including both full and partial cards as well as half tablets. Only medications that comply with local, state and federal regulations, and shall not expire within 90 days, will be credited.

Westwood Response: Comply

Please see above response to *Requirement D-1*.

3. Credits shall be issued in accordance with the above. Credits are offered on full and partial blister cards at 100% of the medication cost to the HCSO, with no restocking fee. No additional charges shall apply for restocking of medications. According to DEA regulations, controlled substances cannot be returned to the pharmacy provider.

Westwood Response: Comply

Henrico County will continue receiving prompt, optimal credits on returns at 100% of cost. Please see detailed response to *Requirement D-1*.

4. All returned medication will be accounted for by the Successful Offeror with a separate excel spreadsheet listing each item processed for the month to include the date returned, patient, ID, medication, ROX, prescription, returned quantity, returned from, returned by, other information, system QOH, credited amount (the total of the credits must match the total of credits on the invoice) and the reason any returned medication is not credited.

Westwood Response: Comply

Please see above response to *Requirement D-1*.

E. Reports, Inspections, Meetings, and Training/Education
The Successful Offeror shall:

1. Provide a pharmacist to conduct quarterly pharmaceutical on-site regulatory and compliance inspections, audits and inventories of both jail facilities.

Westwood Response: Comply

Westwood Pharmacy's team will continue meeting quarterly with the Pharmacy and Therapeutics Committee to acknowledge prescription patterns, and modify the drug formulary, if necessary. During these meetings of the Pharmacy and Therapeutics Committee, our clinical experts meet with your medical staff to review the formulary, establish medication protocols, identify opportunities for cost containment, review new therapeutic options, and examine Continuous Quality Improvement (CQI) audits completed by the consultant pharmacist assigned to the contract.

Westwood Pharmacy will report on and make recommendations concerning:

- Formulary management and usage
- Cost, usage, drug interactions, inappropriate usage
- Statistical reports
- New medications
- Changes to the drug formulary
- Pharmacy inspections
- Drug regimen reviews
- Pharmacy operation issues
- Additional topics desired by client

2. Attend the quarterly Medical Audit Committee (“MAC”) meetings.

Westwood Response: Comply

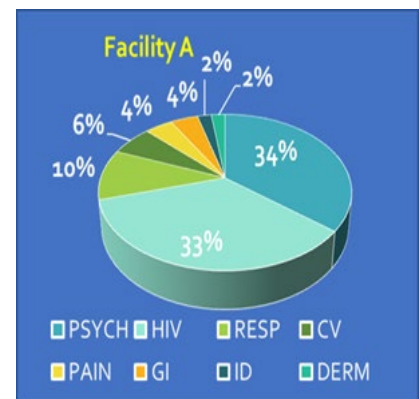
Westwood Pharmacy will continue attending the quarterly Medical Audit Committee Meetings, providing the prompt and accurate services and support HCSO has come to know over the years. Think of our team as an extension of your team! We commit active participation and attendance from our management team – another benefit of having Westwood Pharmacy in your back yard!

3. Provide a monthly medication utilization report for review at the MAC meetings.

Westwood Response: Comply

Henrico County will continue receiving robust data mining and analysis capabilities. Your staff can ***conveniently access meaningful and accurate reporting 24/7/365. We provide our reports package at no cost!*** Our team of expert data analysts collaborate with facility staff to ensure customized, tailored reports for optimal data visualization. These reports include summaries of total drug cost and total usage, detailed lists of usage of different therapeutic classes of medication, individual physician prescribing habits, and information regarding the number of OTC medications received by your facility. All reports will be in alphabetical order and in a user-friendly format.

Receive monthly and quarterly reports the following month or quarter in both hard copy and electronic format. Westwood Pharmacy conducts monthly or quarterly Pharmacy and Therapeutics Committee meetings to review data, discuss trends, and explore possible improvements. Westwood Pharmacy includes sample reports in ***Section 7, Appendices*** of our response for your review.



4. Provide regular pharmacy inspections of Jail East and Jail West, which must include, at a minimum, comprehensive inspection of medical administration documentation, refrigeration requirements, expiration of drugs, the destruction of expired drugs, comprehensive survey of all narcotics and psychotropic, and check for cleanliness and organization.

Westwood Response: Comply

Westwood Pharmacy's team will continue meeting quarterly with the Pharmacy and Therapeutics Committee to acknowledge prescription patterns, and modify the drug formulary, if necessary. During these meetings of the Pharmacy and Therapeutics Committee, our clinical experts meet with your medical staff to review the formulary, establish medication protocols, identify opportunities for cost containment, review new therapeutic options, and examine Continuous Quality Improvement (CQI) audits completed by the consultant pharmacist assigned to the contract. Additionally, our team will inspect both Jail East and Jail West, for, at a minimum, comprehensive inspection of medical administration documentation, refrigeration requirements, expiration of drugs, the destruction of expired drugs, comprehensive survey of all narcotics and psychotropic, and check for cleanliness and organization.

5. Provide in-service education at least four times a contract year for the medical staff pertaining to the administration of medication, information on new medications or other topics as requested by the Medical Director.

Westwood Response: Comply

HCSO's medical staff will receive in-service education at least four times per contract year. Subjects include, but are not limited to, the administration of medication, information related to new medications, or any other topics requested by HCSO's Medical Director. Because of our prime location to HCSO, our team can conveniently and quickly respond to training requests (or face-to-face meetings) whenever you need us!

F. Invoicing Requirements

The Successful Offeror shall invoice HCSO on a weekly basis for all pharmaceuticals received during the weekly period. Billing shall be based on fifty- two billing periods per year, each billing period consisting of one calendar week effective one week after the beginning date of service. Payment will be made within 30 days after receipt of invoice. All invoiced medications will be accounted for by the Successful Offeror with a separate excel spreadsheet listing each item supplied for the invoice to include, date ordered, patient, ID, medication, ROX, prescription, quantity ordered, item cost, total cost of item, ordered by, other Information and system QOH. The total costs of all items must match the invoice totals.

Westwood Response: Comply


Westwood Pharmacy complies with HCSO's invoicing requirements. As your current provider, we are familiar with your invoicing requirements as well as your staff. By retaining Westwood Pharmacy, HCSO will continue receiving the accurate, prompt, and friendly service provided by our team!

G. Additional Pharmaceutical and Related Services

The Successful Offeror shall provide additional pharmaceutical and related services, not listed in Section III, when needed and requested by HCSO.

Westwood Response: Comply

Westwood Pharmacy and HCSO have built a strong and successful partnership over the past twenty-plus years, and we will continue to be there whenever you need us, for whatever you need. Westwood Pharmacy provides the necessary and effective resources in continuation of fully supporting HCSO.



Tab 3:

**Offeror Qualifications,
Experience, Resumes,
and References**

Offeror Qualifications

Westwood Pharmacy is a national leader in the Correctional Pharmaceuticals Industry that is committed to ensuring our partners achieve and maintain their healthcare goals and objectives. Through our deep discounts, cutting-edge technology, and proactive clinical programs, we strive to deliver the highest quality and most affordable services in the industry. ***Westwood Pharmacy serves approximately one out of every two inmates in the Commonwealth of Virginia daily, allowing us to be the leading provider of correctional pharmaceutical services to Virginia jails.*** Additionally, we provide comprehensive pharmacy services to over 100 long-term care facilities and we are the leading provider to the Virginia Community Services Boards.

Westwood Pharmacy began as a customer-oriented, community pharmacy in 1966. Today, we stand tall as a national leader in the correctional pharmacy industry, servicing approximately 175 correctional facilities in 30 states across the United States. Nearly 25 years of experience with correctional pharmacy services allows us to ensure the utmost customer service, in conjunction with competitive pricing and state of the art technology. With approximately 400 employees and a diverse book of business which includes correctional and behavioral health services, retail pharmacy, mail order pharmacy, and dedicated delivery service, Westwood Pharmacy provides a wide array of customized and unique services for our clients. We truly understand the corrections arena.

Henrico County will never experience delays in deliveries of medications due to inclement weather or experience inconsistencies with outside delivery services. Westwood Pharmacy eliminates those issues or concerns because ***not only is our entire operation based in the Commonwealth of Virginia, but our distribution center is also headquartered in Henrico County!***

What else does our local presence offer Henrico County? We are available whenever you need us on-site! We can conveniently attend P&T Committee meetings and conduct on-site trainings and in-services for your staff members – for all shifts. Our close geography results in increased levels for the continuity of care for your inmates. Potentially, the number of inmate complaints related to care decreases and better patient outcomes increase. ***Think of us as an extension of your medical team!*** Due to our quick turnaround times and our prime locations, we can respond quicker to emergency pharmacy-related issues faster than our competitors.

Experience

In addition to being the incumbent provider of pharmacy services to your facilities, Westwood Pharmacy is a national leader in the Correctional Pharmaceuticals Industry committed to ensuring our partners achieve and maintain their healthcare goals and objectives. For nearly 25 years, through our deep discounts, cutting-edge technology, and proactive clinical programs, we are able to deliver the highest quality and most affordable services in the industry. ***Westwood Pharmacy serves approximately one out of every two inmates in the Commonwealth of Virginia daily, allowing us to be the leading provider of correctional pharmaceutical services to Virginia jails.*** Additionally, we provide comprehensive pharmacy services to over 100 long-term care facilities and we are the leading provider to the Virginia Community Services Boards.

Westwood Pharmacy believes we are the best candidate to provide pharmaceutical services to the HCSO as we are the current provider and, as a result, we know your staff along with your processes and procedures. Westwood Pharmacy and Henrico County have built a strong and successful partnership over the last twenty years; and Westwood Pharmacy seeks to continue that relationship by guaranteeing the same level of outstanding services and support.

Our response to the Request for Proposal demonstrates our commitment to providing the HCSO with outstanding services and support as well as the familiarity that comes from an incumbent provider. Additionally, HCSO will never have to worry about weather or outside delivery services hindering the timely delivery of pharmaceuticals. Westwood Pharmacy eliminates issues or concerns with inclement weather as well as inconsistencies with outside delivery services because our entire operation is based in the Commonwealth of Virginia.

What else does our local presence offer? Westwood Pharmacy's team is available whenever you need us on-site! We can conveniently attend P&T Committee meetings and conduct on-site trainings and in-services for your staff members – for all shifts. ***Moreover, our close geography results in increased levels for the continuity of care for your inmates. Potentially, the number of inmate complaints related to care decreases and better patient outcomes increase.*** Think of our team as an extension of your medical team! ***Due to our quick turnaround times and our prime locations, we can respond quicker to emergency pharmacy-related issues faster than our competitors.***

To summarize, Westwood Pharmacy will continue to provide HCSO with outstanding support and services including, but not limited to:

Experience

- Incumbent provider
- Leading correctional pharmacy provider to Virginia Jails (approximately one out of every two inmates in the Commonwealth of Virginia receives our services)
- Over 50 years of experience providing pharmacy services
- Industry leader with nearly 25 years of providing correctional pharmacy services
- Providing correctional pharmacy services in 30 states and over 175 facilities nationwide
- Leading pharmaceutical provider to Virginia Community Service Boards and Virginia Department of Juvenile Justice
- Entire Westwood operation is based within the Commonwealth of Virginia, with our distribution center located in Henrico County

Customer Service

- Most convenient ordering times and latest cut-off times in the industry
- Direct access to our management team
- Same day deliveries
- Dedicated clinical pharmacists available 24/7/365
- Our clinical team is an extension of YOUR medical team
- Never worry about weather or natural disasters impeding your medication deliveries
- Save time and money by avoiding the stress that often comes with the “pain of change” involved in new implementations
- Elimination of back-up charges

Clinical Programs

- Database experts dedicated to generating personalized, timely reports ensuring reporting is accurate and convenient
- Dashboards detailing individual patient spending statistics and drug utilization trends
- Quarterly Audits / P&T Meetings ensuring you receive the most effective medications -- in terms of cost and therapeutics

- Custom formulary tailored specifically for your inmates' pharmaceutical needs while simultaneously reducing costs
- Local presence allows for face-to-face meetings and trainings whenever you need us
- Clinical experts, including multiple Doctors of Pharmacy

Complete Line of Medical Supplies

- Complete line of medical supplies available with your daily order as needed
- Medical supply inventory and ordering specialists identify cost saving opportunities and provide expertise regarding the use and storage of all medical supplies

Aggressive Pricing

- Ability to leverage our \$3 Billion GPO buying power to access the most competitive discounts
- Network of deep discounts for our clients from day one
- Competitive pricing on medical supplies for our clients due to the discounts we negotiate with wholesalers
- Optimal credits on medication returns (on all items in accordance with Federal and State regulations and our policy)
- Receive quicker cash flow and more accountability with returns as Westwood Pharmacy can pick up your returns; no need to wait on delivery services
- Lower-cost generic medications whenever possible and approved

Westwood Pharmacy is committed to continuing to provide the highest quality, most reliable services available, at affordable prices to your inmates while meeting the requirements of this RFP.

Resumes

Westwood Pharmacy will continue providing the HCSO with an outstanding Core Project Team for the management of pharmaceutical services. All team members have supported similar projects or services for many years and, they have been providing service and support to the Henrico County for many years. ***Organized along functional lines, this team is among the most experienced and qualified in the industry, ensuring responsive, end-to-end support of all aspects of the project. Moreover, everyone is local to HCSO as our operations are based throughout Virginia. We are mere minutes from your facilities, guaranteeing the fastest and reliable service in the industry.***

Mark Oley, Vice President and Owner

Mr. Oley, in his capacity as Vice President and Owner of Westwood Pharmacy, possesses a strong background in pharmaceutical services along with a long, distinguished record of accomplishments and participation within the retail, assisted living, long-term care, and correctional pharmaceutical industries. He is responsible for continuous and efficient collaboration with Westwood Pharmacy's subsidiaries ensuring alignment of targeted objectives and company goals. Mr. Oley provides overall executive oversight for clients. His ongoing commitment to various industry professional societies and local committees allows Mr. Oley to maintain timely knowledge and participate in collaborative efforts to ensure Westwood Pharmacy provides outstanding care, services, and support to all clients.

Hunter Hoggatt, Vice President of Corrections

Mr. Hoggatt and his team work diligently to build company growth and ensure a continuously satisfied client base. He possesses over 20 years of managerial experience related to the provision of behavioral health pharmacy services and correctional pharmacy services to state and local government entities. His diligence and experience guide the way for Westwood Pharmacy to be a premier provider of pharmacy services to the corrections industry.

Mr. Hoggatt dedicates himself to staying abreast of developments related to providing pharmaceutical services to behavioral health and correctional facilities. He achieves this by maintaining regular contact with his clients and by attending various industry conferences. By understanding the importance of staying current with industry trends, issues, and new technologies and solutions, Mr. Hoggatt can best serve the interests of his clients.

Mr. Hoggatt received his BA degree with a major in business from the Virginia Commonwealth University. Additionally, he serves on the Board of Directors at J. Sargent Reynolds College and is a board member of the Henrico County Police Athletic League.

Shubhro Pal, RPh, PhD, Vice President of Pharmacy Operations

Dr. Pal is responsible for supervising day-to-day operations in the pharmacy. He is also responsible for implementing facility startups, including liaisons with state and national regulatory agencies such as the State Board of Pharmacies and Drug Enforcement Agency. Dr. Pal manages the budgeting of proper inventory levels to fulfill orders for our facilities and is directly involved in purchasing decisions for the pharmacy to maintain financial stability.

Dr. Pal provides direct oversight in the establishment of policies and procedures, drug formulary design, production, and cost containment strategies. Additionally, he oversees the staffing, scheduling, and performance evaluations for our pharmacy staff, including pharmacists and pharmacy technicians.

Shannon Dowdy, Pharm.D, Vice President of Clinical Services

Dr. Dowdy is responsible for all aspects of Westwood Pharmacy's program, including operations and procedures related to formulary management. She serves as Vice Chair of our Pharmacy & Therapeutics Committee, and directs decisions related to drug utilization. Dr. Dowdy supervises the National Commission on Correctional Health Care (NCCHC) and American Correctional Association (ACA) accreditation process for Westwood Pharmacy.

Dr. Dowdy holds extensive experience in the clinical manifestations of HIV/AIDS and is knowledgeable regarding processes used to manage the virus. Dr. Dowdy spent one year at Duke University working with HIV-positive patients. One of her most vital roles at Duke University was discussing the patient's antiretroviral therapy with the physicians and patients to be sure that they understood their drug regimen, dosing schedule, side effects and the importance of adherence to the medications. She scheduled and clinically prepared for follow-up visits based on lab results. Dr. Dowdy oversees all inspections for Westwood Pharmacy, ensuring that all facilities meet DOC, NCCHC, and ACA inspections standards with regards to medical and pharmacy.

Stephen Oley, Chief Operations Officer

Mr. Oley implements operational strategies to improve overall company efficiencies, ensure attainment of corporate goals, and manages human resources. Additionally, he oversees all day-to-day administrative and operational functions of Westwood Pharmacy. Mr. Oley's education in Pharmaceutical Sciences provides a solid background and thorough understanding of the overall operations from clinical as well as administrative viewpoints.

Taylor Andrews, Director of Business Operations

Ms. Andrews supervises and evaluates Westwood Pharmacy's business practices, primarily billing, reporting and contract compliance, to ensure efficient operations and effective communication and collaboration across our different business units. Ms. Andrews also assists in our client services

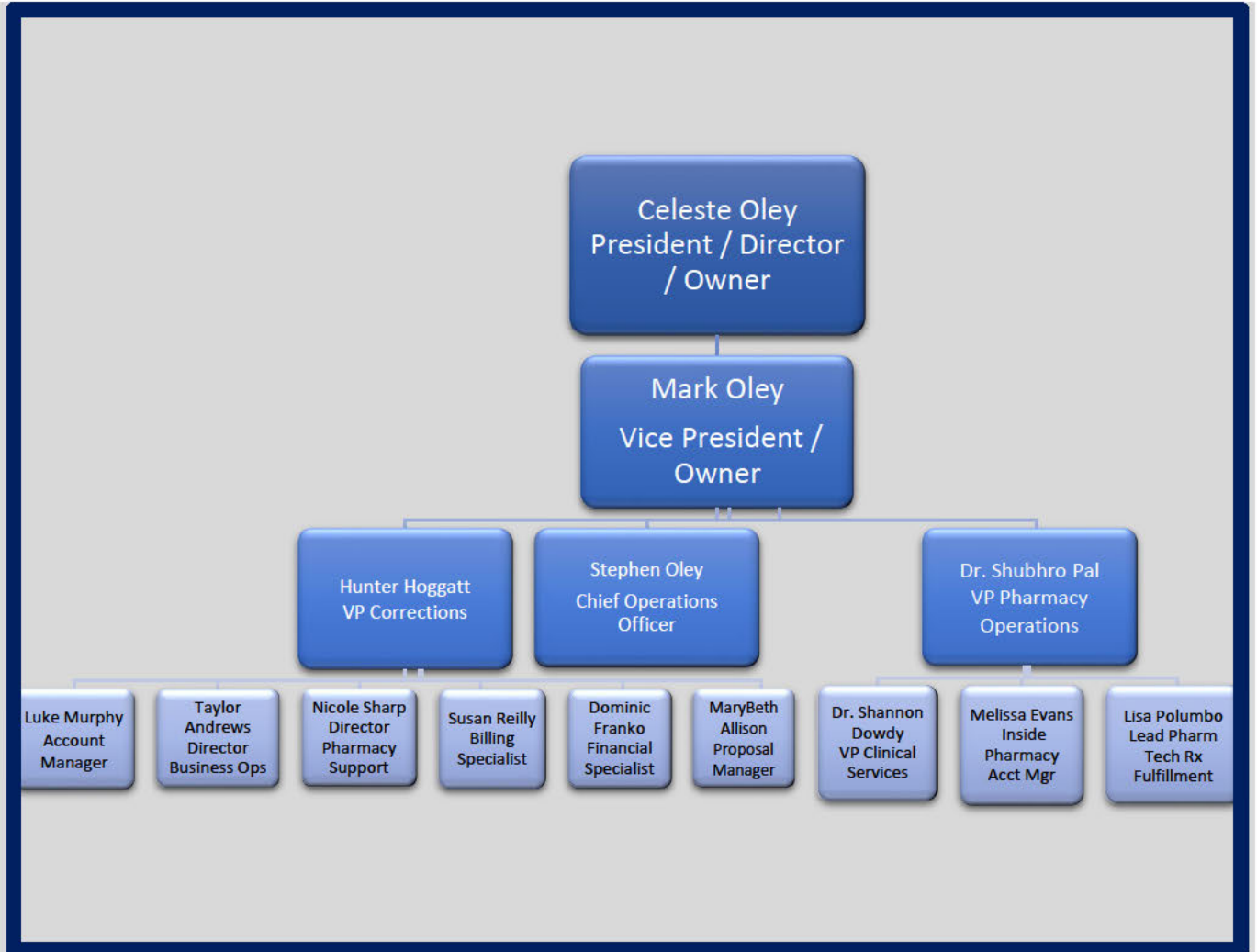
department and business development. She has an extensive background in working with a variety of businesses to achieve best practices and develop strategies for competing in the marketplace. Ms. Andrews graduated from Longwood University with a Bachelor of Science and received her Master's in Business Administration from Virginia Tech.

The table below contains a list of other staff and personnel that will assist your staff in the provision of pharmacy services:

Additional Westwood Pharmacy Project Team Members

NAME	POSITION	RESPONSIBILITIES
Nicole Sharp	Director Pharmacy Support	Responsible for overseeing the company's purchases and leading our pharmacy support team
Luke Murphy	Account Manager	Additional sales and management support for accounts
Melissa Evans	Inside Pharmacy Account Manager	Supervises pharmacy technician data entry operations and ensures proper response time and validation of prescription orders
Susan Reilly	Billing Specialist	Responsible for monthly invoicing and first line of response for invoicing/billing questions
Dominic Franko	Financial Specialist	Responsible for specialized financial matters and second line of response for account matters
Lisa Polumbo	Lead Pharmacy Tech – Rx Fulfillment	Supervises pharmacy techs; second line of response for pharmacy fulfillment and quality assurance management
Dr. Leonard Edloe	Consultant Pharmacist	Consultant for Medical Advisor Committees; performs pharmacy inspections. Assists in administering the Covid-19 vaccine for the Henrico Co Health District. Provides the team with the latest guidelines and advise immunizers on denial or deferred immunizations

Westwood Pharmacy Organizational Chart



MARK A. OLEY

Westwood Pharmacy

Office: (804) 288-1933

Fax: (804) 288-7934

Email: mark.oley@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Mark Oley, an owner of Westwood Pharmacy. Mark possesses a strong background in pharmaceutical services with a long and distinguished record of accomplishments and participation within the retail, assisted living, long-term care, and correctional pharmaceutical industries. Mark is responsible for continuous and efficient collaboration by and between Westwood Pharmacy's subsidiaries to ensure alignment of targeted objectives and company goals.

Westwood Pharmacy, Richmond, VA

Owner, Pharmacist

1983 – Present

Richmond Behavioral Health, Richmond, VA

Owner, Pharmacist

2017 – Present

Chesapeake Behavioral Health, Chesapeake, VA

Owner, Pharmacist

2018 – Present

Henrico Behavioral Health, Glen Allen, VA

Owner, Pharmacist

2020 – Present

Lee Davis Pharmacy, Mechanicsville, VA

Owner

1989 – Present

Westbury Apothecary, Richmond, VA

Owner

1989 – Present

EDUCATION

Bachelor of Science in Pharmacy, Philadelphia College Pharmacy and Sciences

1979 – 1983

COMMITTEES

Member, Medicaid Preferred Drug List Committee (Appointed by Governor)

2003 – 2015

Board Member, American Heart Association

2003 – 2007

Member, Wellpoint BCBS Pharmacy and Therapeutics Committee

2000 – 2007

Member, Virginia Board of Disciplinary Hearings for the Commonwealth of Virginia

1999 - 2006

Member, National Association of Boards of Pharmacy

1999 – Present

Member, Advisory Committee of the American Lung Association	1999 – 2004
Chair, Virginia Board of Pharmacy (Appointed by Governor)	2004 – 2005
Member, Virginia Board of Pharmacy (Appointed by Governor)	1998 – 2006
Member, Board of Governors for the American Pharmacy Association Political Action Committee	1999 – 2004
Member, Cigna Regional Pharmacy and Therapeutics Committee	1997 – 2002
Member, Board of Legislative Affairs for the Commonwealth of Virginia	1997 – 2000
Member, American Arthritis Foundation	1997 – 2000
Consultant to the Virginia Home for Boys	1987 – 1994

ACADEMIC APPOINTMENTS

Clinical Assistant Professor, Virginia Commonwealth University School of Pharmacy, Richmond, VA	1999 - Present
Clinical Assistant Professor, University of the Sciences, Philadelphia, PA	2015 - Present

COMMITTEES

Board of Visitors, University of the Sciences, Philadelphia, PA	2011-2014
Board Member, Financial Committee Philadelphia, PA	2019 – Present

PRESENTATIONS AND PUBLICATIONS

Gonzalez, ER, **Oley, MA.** (2000) “The management of lower-extremity diabetic ulcers.”
Managed Care Interface. 2000 Nov; 13(11):80-7.

Presenter, “Applying outcomes research templates to identify undiagnosed hypertension, hypercholesterolemia, and diabetes for the development of a targeted disease management program for an employer group.” Oley, MA, Teat, RD, Ostrosky, JD. 1999 Annual Meeting of the Academy of Managed Care Pharmacists. October 16, 1999. Atlanta, GA.

PROFESSIONAL SOCIETIES

- Academy of Managed Care Pharmacists
- American Pharmaceutical Association
- Virginia Pharmaceutical Association
- National Association of Community Pharmacists
- National Association of Boards of Pharmacy

HUNTER HOGGATT

Vice President of Corrections

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Mobile: (804) 519-3383 Office: (804) 288-1933

Fax: (804) 288-7934

Email: hunter.hoggatt@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Hunter Hoggatt has nearly 25 years of experience as a sales professional in the correctional pharmaceutical industry. He is currently responsible for the supervision of all sales-related endeavors related to correctional pharmaceutical services for Westwood Pharmacy. He maintains an unwavering commitment to driving progressive and successful client engagements while simultaneously developing and solidifying new client relationships.

Westwood Pharmacy, Richmond, VA

Vice President of Corrections

2005 – Present

Account Manager

2002 – 2005

As Vice President of Corrections, Hunter Hoggatt directs all sales and marketing aspects of Westwood Pharmacy. He oversees business development activities and other non-clinical activities, as well as fostering and maintaining client relationships. His efforts drive Westwood Pharmacy in becoming one of the top five providers of Correctional Pharmacy Services, securing contracts with 175 jails, in over 30 states. Mr. Hoggatt designed a sales strategies encompassing clients throughout the United States. He also assisted in the development of Westwood Pharmacy's "Sales Road Map" for the correctional mail order pharmacy model in a highly competitive market. Mr. Hoggatt is responsible for a multitude of state contract awards in his current role. Other highlights and tasks include, but are not limited to:

- Oversees all of Westwood Pharmacy's Correctional and Community Services Boards clients
- Reduces and controls cost through negotiation with manufacturers, GPOs, and wholesalers
- Creates territory coverage to maximize account penetration and accelerate revenue growth
- Trains and directs sales professionals (including insides sales personnel, proposal manager, and marketing personnel)

EDUCATION

Bachelor of Science in Business, Virginia Commonwealth University

1997 – 2001

ACADEMIC APPOINTMENTS

- J. Sargent Reynolds Community College, Board of Directors, Education Foundation

2016 – Present

SHUBHRO PAL, RPh, PhD

Director of Pharmacy Operations

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Office: (804) 288-1933

Fax: (804) 288-1510

Email: spal@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Dr. Pal is responsible for supervising day-to-day operations at Westwood Pharmacy. He coordinates and directs facility implementations and coordinates liaisons with state and national regulatory agencies such as the State Board of Pharmacies and Drug Enforcement Agency. Dr. Pal is responsible for budgeting proper inventory levels to fill orders from the facilities and is directly involved in purchasing decisions for the pharmacy to maintain financial stability. Dr. Pal provides direct oversight in the establishment of policies and procedures, drug formulary design, production, and cost containment strategies.

Westwood Pharmacy, Richmond, VA

Director of Pharmacy Operations, Westwood Pharmacy Clinical Services 2009 – Present

Pharmerica Corporation, Ashland, VA

General Manager and Director of Pharmacy 2000 – 2008

Virginia Commonwealth University, Richmond, VA

Post-Doctoral Research Professor, Department of Neurology 1994 – 2000

EDUCATION

Ph.D. in Biochemistry, Virginia Commonwealth University 1988 – 1994

Bachelors in Pharmacy, Calcutta, India 1984 – 1988

PUBLICATIONS

1. In vitro status epilepticus causes sustained elevation of intracellular calcium levels in hippocampal neurons. *Brain Research; 851 (1999) 20-31*
2. Different neuroligands and signal transduction pathways stimulate CREB phosphorylation at specific developmental stages along oligodendrocyte differentiation. *Journal of Neurochemistry (1999) 139-147*

3. Prolonged activation of the N-methyl-D-aspartate receptor-Ca transduction pathway causes spontaneous recurrent epileptiform discharges in hippocampal neurons in culture. ***Proceedings of National Academy of Sciences (1998) 14482-14487***
4. Expression of a unique globo-series glycolipid in cultured rat dorsal root ganglion neurons: relationship with neuronal development. ***Neurochemical Research (1996) 403-409***
5. Effect of Nerve Growth Factor and Forskolin on Glycosyltransferase activities and expression of a globo-series glycosphingolipid in PC12D pheochromocytoma cells. ***Journal of Neurochemistry (1995) 810-817***
6. Activation of UDP-Galactose:Globo-tetraosylceramide 1-3galactosyltransferase during PC12D cell differentiation induced by galactosylceramide. ***Biochemistry (1993) 7904-7908***

Shannon Dowdy, PharmD

Vice President of Clinical Services

Westwood Pharmacy

Office: (804) 288-1933

Fax: (804) 288-7934

Email: Shannon.dowdy@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Shannon Dowdy is responsible for all aspects of Westwood Pharmacy's Clinical Services. She oversees procedures related to formulary management and serves as Vice Chair of Pharmacy and Therapeutics Committee. Additionally, she directs accreditation process for various organizations, including the NCCHC and ACA. Shannon manages DOC, NCCHC, AND ACA inspections for all correctional facilities serviced by Westwood Pharmacy. Shannon also governs clinical programs at Westwood Pharmacy, including immunization clinics and health screenings.

Westwood Pharmacy, Richmond, VA

Vice President of Clinical Services and Clinical Pharmacist

2003 – Present

CVS Pharmacy, Dunn, NC and Raleigh, NC

Pharmacy Technician

1999 – 2003

Westwood Pharmacy, Richmond, VA

Pharmacy Technician

1995 – 2003

EDUCATION

Doctor of Pharmacy, Campbell University School of Pharmacy, Buies Creek, NC

1998 – 2003

Pre-Pharmacy Program, Virginia Commonwealth University, Richmond, VA

1995 – 1998

RESEARCH AND PRESENTATIONS

Research Coordinator; "Patient Satisfaction with Pharmaceutical Services in a Retail Pharmacy Setting," Campbell University School of Pharmacy

2001 – 2003

Presentation; "Antiarrhythmic Pharmacotherapy in the New Millennium," Campbell University, Doctor of Pharmacy Program

2003

Presentation; "The Variability of Asthma," GlaxoSmithKline, Inc. Campbell University, Doctor of Pharmacy Program

2002

Presentation; "Disease State Management," Scientific Literature Seminar Campbell University, Doctor of Pharmacy Program

1999

Presentation; "Zinc Gluconate for the Treatment of the Common Cold in Children,"
Scientific Literature Seminar, Campbell University Doctor of Pharmacy Program 1998

CERTIFICATIONS AND AFFILIATIONS

Pharmacy-based Mass Immunization Certificate, Virginia Pharmacists Association 2004
Member, Virginia Pharmacists Association 2004 – Present
Member, North Carolina Association of Pharmacists, Education Council 2000 – 2003
Member, Phi Lambda Sigma Pharmacy Leadership Society 2000 – 2003
Member, Academy of Students of Pharmacy 1999 – 2003
 President (2001-2003)
 President Elect (1999-2000)
 Director, Patient Counseling Competition (2000)
 Representative, Bristol-Myers Squibb Leadership Institute (2000)
Member, Student Society of Health-System Pharmacy, Campbell University Chapter 1999 – 2003

AWARDS AND HONORS

Outstanding Pharmacist Award, Westwood Pharmacy 2004

STEPHEN A. OLEY

Chief Operating Officer

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Office: (804) 288-1933 Fax: (804) 288-1510

Email: stephen.oley@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Mr. Oley implements operational strategies to improve overall company efficiencies to ensure attainment of corporate goals, manages human resources, and oversees the day-to-day administrative and operation functions of Westwood Pharmacy. His educational background also provides him with the unique combination of overseeing both administrative and clinical viewpoints within his position of Chief Operating Officer.

Westwood Pharmacy, Richmond, VA

Chief Operating Officer

2019 – Present

Pharmacy Technician Program

2010 – 2015

Assisted pharmacists with preparation of prescription orders, manage medication inventory, triage patient telephone calls, and counsel and assist customers and Patients at the service counter

EDUCATION

Bachelor of Science, Pharmaceutical Services, Philadelphia College of Pharmacy

2018 – 2019

Bachelor of Science, Biology, Campbell University College of Pharmacy

2015 – 2017

Pharmacy Prerequisite Courses, Virginia Commonwealth University

2012 – 2015

AWARDS, CERTIFICATES, AND LICENSURES

Campbell University Dean's List

2015 – 2016

Pharmacy Technician Training Program

2015

PRESENTATIONS AND PROJECTS

ARMCOP – After Release Medical Care Outreach Program

2014

Worked as lead intern and pharmacy representative with pharmaceutical companies to acquire manufacturer coupons to cover the medication costs for patients requiring assistance post-release from correctional facilities

C. TAYLOR ANDREWS

Director of Business Operations

Westwood Pharmacy

Office: (804) 288-1933 Fax: (804) 288-1510

Email: taylor.andrews@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Ms. Andrews is responsible for overseeing and evaluating Westwood Pharmacy's business practices, primarily billing, reporting and contract compliance, to ensure efficient operations and effective communication and collaboration across our different business units. Ms. Andrews also assists in our client services department and business development. She completed her MBA and holds an extensive background in working with a variety of businesses to achieve best practices and develop strategies for competing in the marketplace.

MAO Pharmacy, Inc. DBA Westwood Pharmacy

Director of Business Operations

2016 - Present

- Identify new strategic business opportunities and set high-level objectives for all areas of the company
- Develop and implement data collection methods to enhance quality of information for reporting
- Manipulate large data sets to prepare individualized and unique monthly reports for clients
- Locate and define new process-improvement opportunities to increase operational efficiencies
- Maintain accurate billing and financial records and maintain all corporate accounts
- Provide direction on preferable contract terms, conditions, and specifications from extensive contract analysis
- Oversee and manage contract compliance for pharmacy services at 120+ correctional facilities

Registered Agent Services, LLC

Partner and Manager

2012 - 2017

- Acted as registered agent for approximately 650 small businesses
- Implemented customer acquisition efforts that grew foreign business representation by 150%
- Managed accounts receivable and accounts payable
- Developed corporate strategy to generate growth through marketing techniques, including website, social media, and newsletter
- Renegotiate contract and payment terms with key vendors to improve company cash flow
- Successfully sold business to a national registered agent company

Robert B. Smith, III, P.C.

Paralegal and Office Manager

2007 - 2016

- Assisted clients with forming various business entities, including limited liability companies, s-corporations, general partnerships and non-profit organizations
- Researched and analyzed various corporate issues, such as intellectual property rights and employment law
- Obtained federal trademarks and service marks
- Performed mergers and acquisitions for million-dollar business transactions
- Drafted and proofread various legal documents, including non-disclosure agreements, employment contracts, and service agreements

- Provided technology services and support for the firm’s server and network

EDUCATION

Master of Business Administration

Virginia Polytechnic Institute (Virginia Tech)
Blacksburg, VA

2015 – 2017

Bachelor of Science in Political Science (Concentration Pre-Law)

Longwood University
Farmville, VA

2003 - 2006

LUKE MURPHY

Account Manager/Business Development

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Mobile: (804) 839-4246 Office: (804) 288-1933 Fax: (804) 288-1510

Email: lmurphy@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Luke Murphy holds four years of experience as a sales professional in the correctional pharmaceutical industry. He is currently responsible for the account management of sales-related endeavors related to correctional pharmaceutical services for Westwood Pharmacy. He serves as an account liaison providing customer review and support while simultaneously developing new client relationships and solidifying retention of current clients.

Westwood Pharmacy, Richmond, VA

Account Manager

2018 – Present

As Account Manager, Luke Murphy provides oversight and supervision of client accounts. He plays a critical role in business development activities and maintaining client relationships. He provides dedicated sales support to Westwood Pharmacy's clients, serving as account liaison. Additionally, Luke's daily duties include:

- Client liaison for Correctional and Community Services Boards clients
- Reduces and controls cost through negotiation with manufacturers, GPOs, and wholesalers
- Business development for new client relationships
- Client support and account reviews

Administrative Assistant

2018 – Present

- Customer service representative
- Assisted in Sales and Operations tasks and projects
- Assisted with inventory, ordering, organizational management in medical supplies department

SEQL, Richmond, VA

Brand Strategy Intern

2021

- Recruitment; social media outreach and networking; business development

EDUCATION

Bachelor of Science in Sports and Recreation Management, Minor in General Business

James Madison University

2018 – 2021

SKILLS AND INTERESTS

- Communication, customer relations, problem solving, and client relationship management
- Sports management and coaching; training; implementing teambuilding activities

References

Westwood Pharmacy provides a CONFIDENTIAL list of our Virginia-based clients below. The scope and nature of services provided to each facility listed includes the provision of pharmaceutical supplies and services. Westwood Pharmacy included the facility information, contact telephone number and the year of the contract start date. As the leading provider of pharmaceutical services to inmates incarcerated in Virginia jails, Westwood Pharmacy services approximately one out of every two Virginia inmates. Westwood Pharmacy is also proud of the strong and successful partnership we have built with the correctional facilities of Henrico County Sheriff's Office over the last 20 years. Should you require additional references, Westwood Pharmacy will promptly provide them upon request.

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[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]




Tab 4:

Service Approach and Methodology

In this tab, offerors should provide, in detail, their approach to fulfilling the scope of services being solicited by this RFP and demonstrate their compliance with the requirements of the Scope of Services. If subconsultants are to be utilized, provide the services that they will be providing. Offerors should provide detailed information and applicable samples as to the packaging for supplying all medications and supplies. Additionally, offerors should provide a statement that describes what steps will be taken to ensure the quality of deliverables and what steps will be taken to correct errors or faulting products and documents.

Westwood Response: Comply

By retaining Westwood Pharmacy as your pharmacy service provider, HCSO avoids the “pain of change” associated with a new system and new provider, *thereby allowing HCSO to receive both cost and time savings*. For example, Westwood Pharmacy has an established and successfully seamless integration to your current HealthSecure EMR. HCSO, as a result, receives the benefit of savings in both cost and manpower. Additionally, we are familiar with your billing structure thereby eliminating the hassle of learning a new billing system. As your current provider, Westwood Pharmacy will continue assisting in the design and implementation of policies, procedures, and protocols for medication distribution and control. Westwood Pharmacy schedules a review on current policies and procedures to ensure up-to-date material and content. Our team continues working diligently with your staff to make any necessary updates or edits to those current policies and procedures. Simply put, your patients receive continuity in care and HCSO experiences *NO disruption to services or support*, and your staff members can focus on their work rather than enduring the stress of implementing a new system. Every facet of service and support from ordering, daily deliveries, integration, data analysis, invoicing, formulary management – and everything in between – continues without delays, flaws, or disruption.



Tab 5: Exceptions



In this tab, offerors shall list any exceptions taken to the Scope of Services and General Terms and Conditions of this Request for Proposals. The County intends to make the RFP and the Successful Offeror's proposal a part of the contract between the parties, so Offerors should list any exceptions for purposes of negotiating the contract.

Westwood Response: Comply

Westwood Pharmacy takes no exceptions related to this Request for Proposal. We fully understand and comply with all requirements, goals, and objectives as defined by Henrico County.



Tab 6: Assumptions



In this tab, offerors shall list any assumptions made when responding to this Request for Proposals.

Westwood Response: Comply

Westwood Pharmacy makes no assumptions related to this Request for Proposal. We fully understand and comply with all requirements, goals, and objectives as defined by Henrico County.



Tab 7: Appendices



1:3 WESTWOOD PHARMACY CLINICAL SR
 3/656 8905 THREE CHOPT RD
 HENRICO, VA 23229-0000



10000596 . 2 / 000667 - 1 / 1 - 8

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2022	\$731
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N, 3,3N,4,5	RETAIL PHARMACY	04-03-2019
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229-0000		

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
 UNITED STATES DEPARTMENT OF JUSTICE
 DRUG ENFORCEMENT ADMINISTRATION
 WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
 UNITED STATES DEPARTMENT OF JUSTICE
 DRUG ENFORCEMENT ADMINISTRATION
 WASHINGTON D.C. 20537

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2022	\$731
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N, 3,3N,4,5	RETAIL PHARMACY	04-03-2019
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229-0000		

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

Form DEA-223 (9/2016)


DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2022	\$731
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N, 3,3N,4,5	RETAIL PHARMACY	04-03-2019
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229-0000		

**CONTROLLED SUBSTANCE/REGULATED CHEMICAL
REGISTRATION CERTIFICATE**
 UNITED STATES DEPARTMENT OF JUSTICE
 DRUG ENFORCEMENT ADMINISTRATION
 WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

Form DEA-223/511 (9/2016)



**REPORT
CHANGES
PROMPTLY**

**REQUESTING MODIFICATIONS TO YOUR
REGISTRATION CERTIFICATE**

To request a change to your registered name, address, the drug schedule or the drug codes you handle, please

1. visit our web site at deadiversion.usdoj.gov - or
2. call our customer Service Center at 1-(800) 882-9539 - or
3. submit your change(s) in writing to:
 Drug Enforcement Administration
 P.O. Box 2639
 Springfield, VA 22152-2639

See Title 21 Code of Federal Regulations, Section 1301.51 for complete instructions.

----- You have been registered to handle the following chemical/drug codes: -----

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH PROFESSIONS

David E. Brown, D.C., Director

Caroline D. Juran
Executive Director
(804) 367-4456

9960 Mayland Drive, Suite 300
Henrico, VA 23233-1463
www.dhp.virginia.gov/pharmacy

BOARD OF PHARMACY

Pharmacy Permit

WESTWOOD PHARMACY CLINICAL SERVICES

8905 Three Chopt Rd
Henrico VA 23229

Number
0201003985

Pharmacist in Charge
SHUBHRO PAL
0202204649

To verify the status of this registration, visit our website www.dhp.virginia.gov, which is a primary source verification of the credential issued by the Commonwealth of Virginia. To File a Complaint About a Licensee, Call: 1-800-533-1560

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Warning Verbiage

- Alerts handler that the document contains security features.

Original Document



Original Document



Virginia Department of Health Professions License Lookup

Current as of 02/22/2021 12:50

License Information

License Number	0202204649
Occupation	Pharmacist
Name	SHUBHRO PAL
Address	Mechanicsville, VA 23116
Initial License Date	07/10/2000
Expire Date	12/31/2021
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

[Back to License Lookup](#)



Virginia Department of Health Professions License Lookup

Current as of 02/22/2021 12:51

License Information

License Number	0202206202
Occupation	Pharmacist
Name	Shannon M Dowdy
Address	Henrico, VA 23238
Initial License Date	06/26/2003
Expire Date	12/31/2021
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

[Back to License Lookup](#)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/05/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliance Insurance LLC. 804-285-7400 CONTACT NAME Alliance Insurance. PHONE 804-285-7400 FAX 804-285-5545. E-MAIL ADDRESS service@allianceinsurancerva.com. INSURER(S) AFFORDING COVERAGE: INSURER A Auto-Owners Insurance NAIC # 18988, INSURER B Chubb Group of Insurance Co. NAIC # 10052.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, and ForeFrontPortfolio.

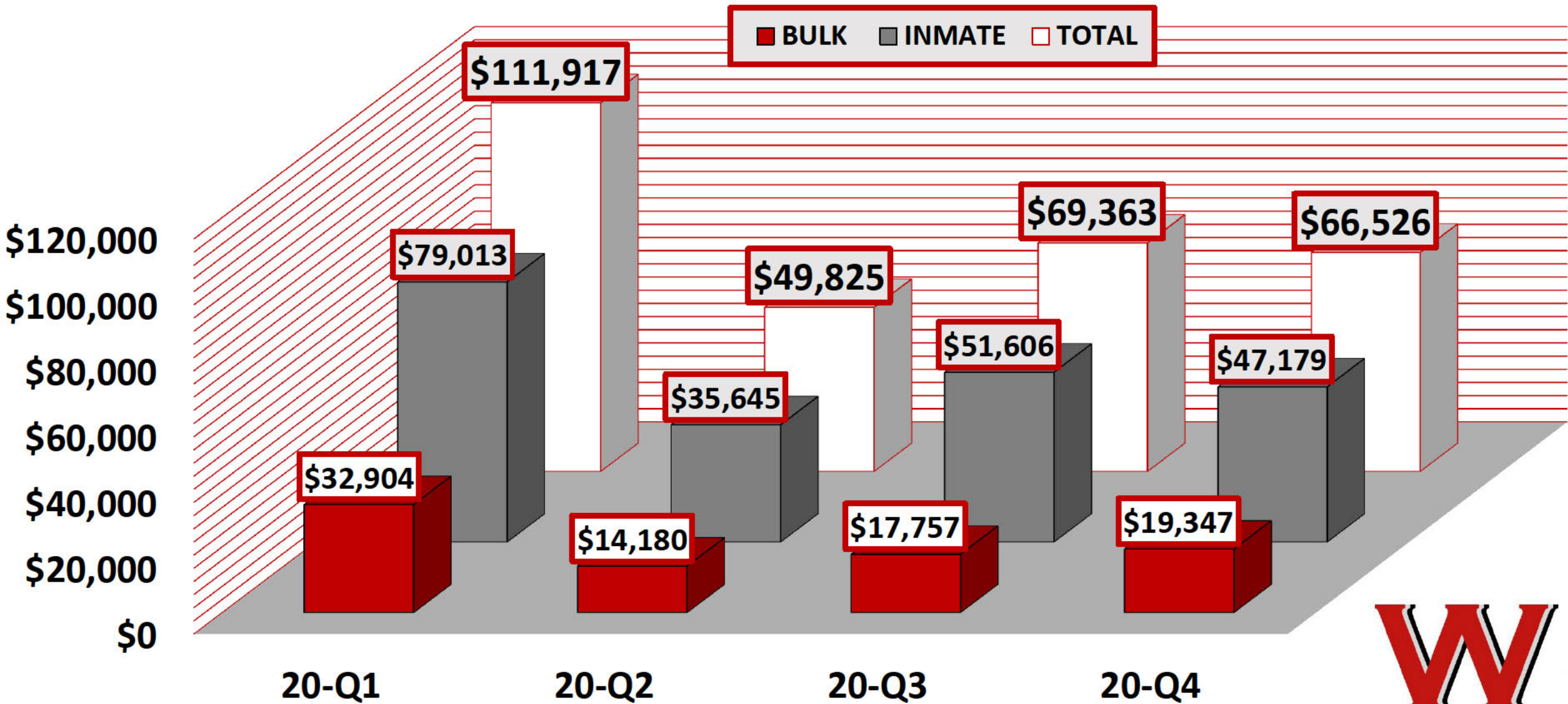
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INSURED: County of Henrico and Henrico Public Schools with respects to Commercial General Liability and Commercial Auto Coverage. This is insurance is primary and non-contributory. A 30 day minimum notice of any cancellation or material reduction is coverage applies to the Additional Insured.

CERTIFICATE HOLDER CANCELLATION

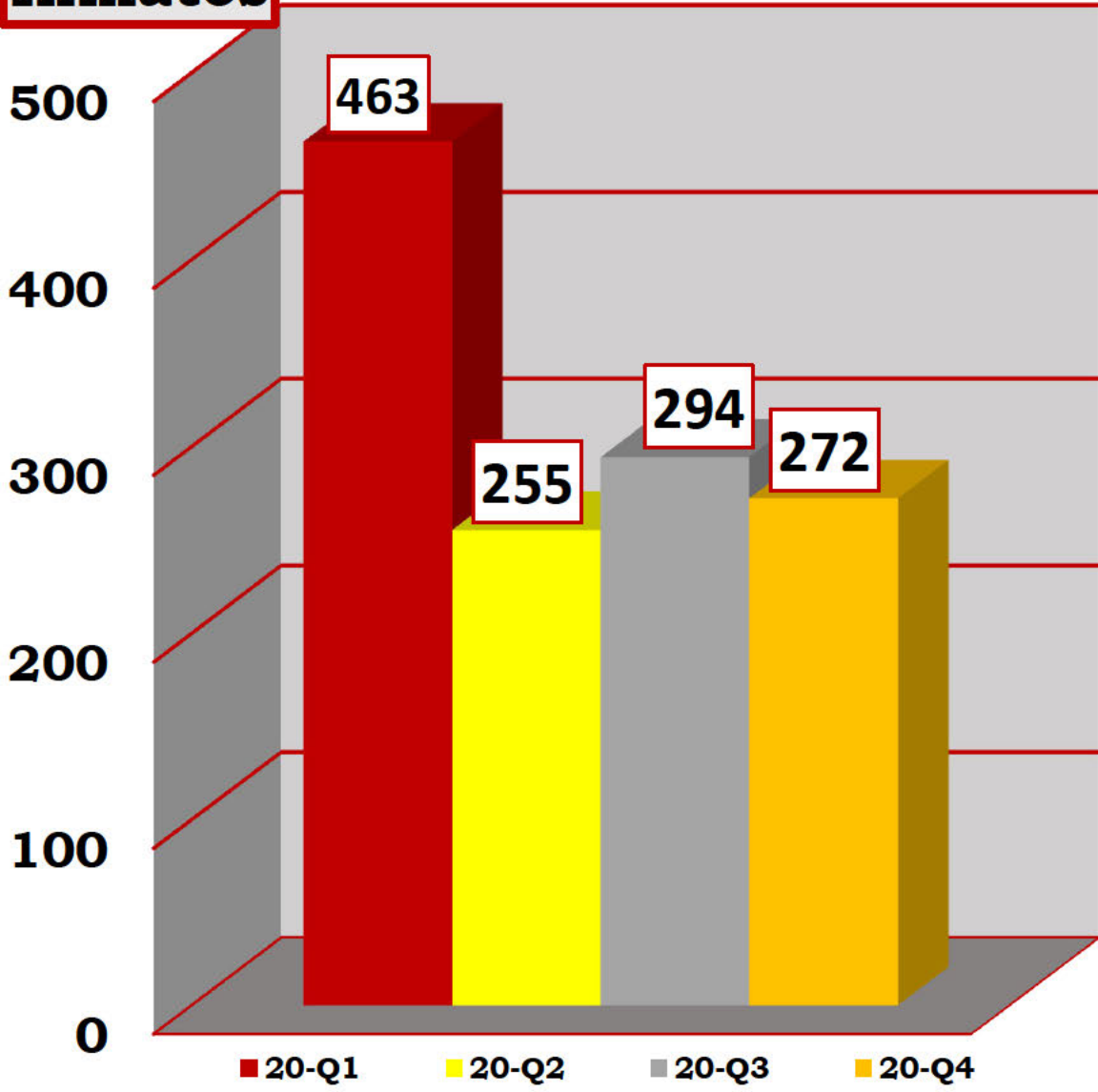
CERTIFICATE HOLDER: County of Henrico Risk Management, P.O. Box 90775, Henrico, VA 23273-0775. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE signature.

Trends in Allocation of Pharmacy Dollars

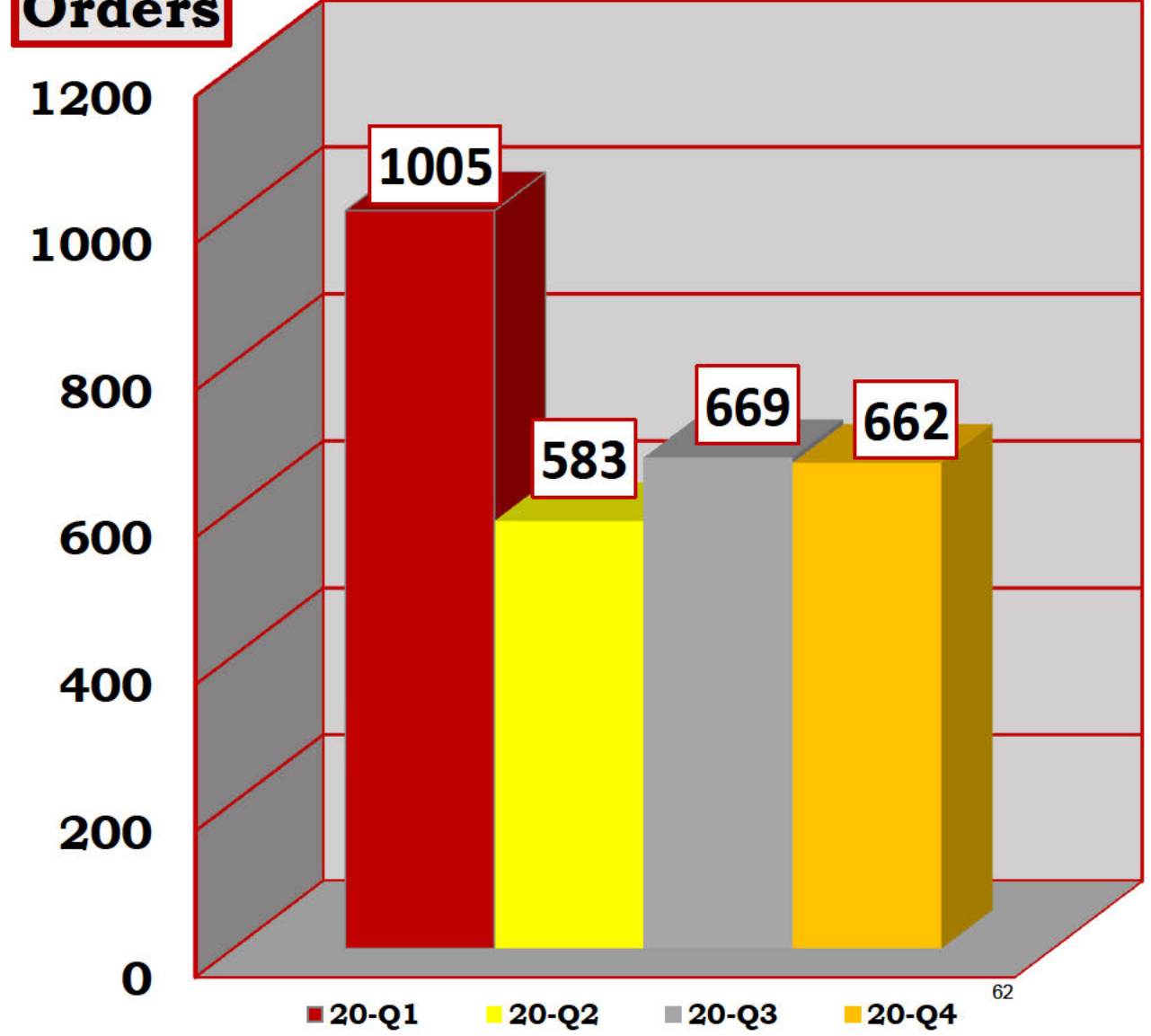


Inmates on Meds and Orders Filled

Inmates

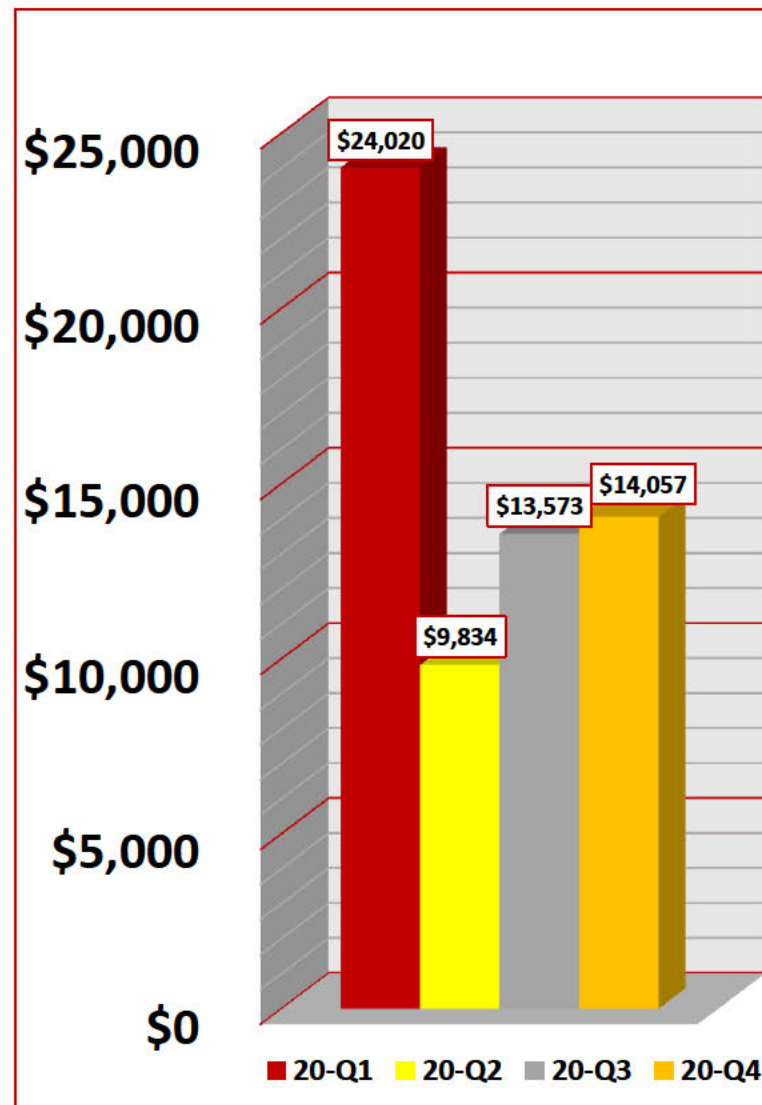


Orders



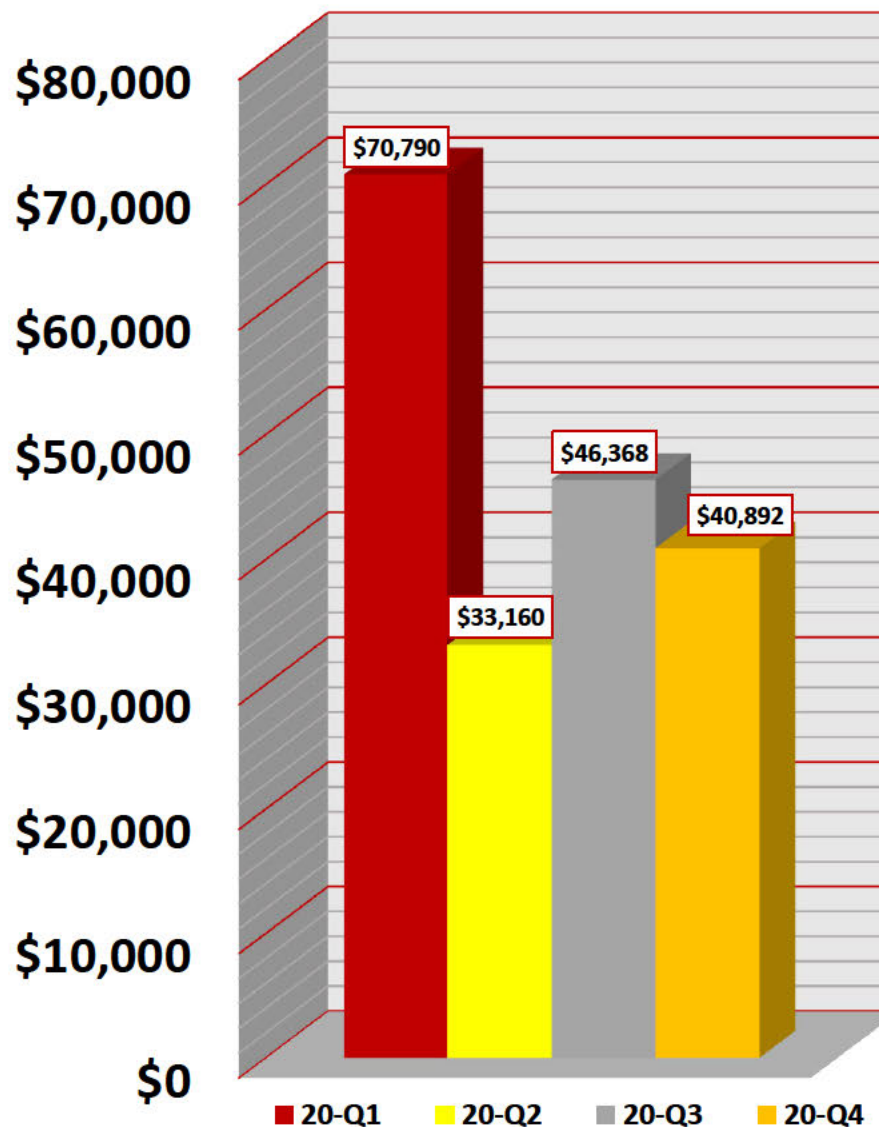
Top 20 Bulk Drugs

20-Q4	Rx\$	QTY Disp
TUBERSOL 5/0.1ML INJ	\$2,980	50
FLUTICASONE-SALMETEROL 232/14MCG INH	\$1,640	17
BIKTARVY	\$1,606	15
VENTOLIN HFA INH	\$1,171	432
HUMULIN R	\$924	80
TIVICAY	\$907	15
LANTUS	\$618	30
FLUTICASONE-SALMETEROL 113/14MCG INH	\$580	6
NEOMYCIN-POLYMYXIN-HC 1% OTIC SOL	\$433	80
DIVALPROEX SODIUM 500MG DR	\$415	1620
HYDROXYZINE PAM 50MG	\$369	4500
LEVALBUTEROL TAR HFA 45MCG INH	\$359	90
DICLOFENAC SOD ER 100MG	\$330	240
HALOPERIDOL 5MG	\$315	540
ALBUTEROL SUL HFA 90 MCG INH	\$293	144
EMTRIVA 200MG	\$261	15
CLINDAMYCIN HCL 150MG	\$224	1200
MIRTAZAPINE 30MG	\$214	1920
LEVETIRACETAM 500MG	\$212	1980
OXCARBAZEPINE 300MG	\$206	990

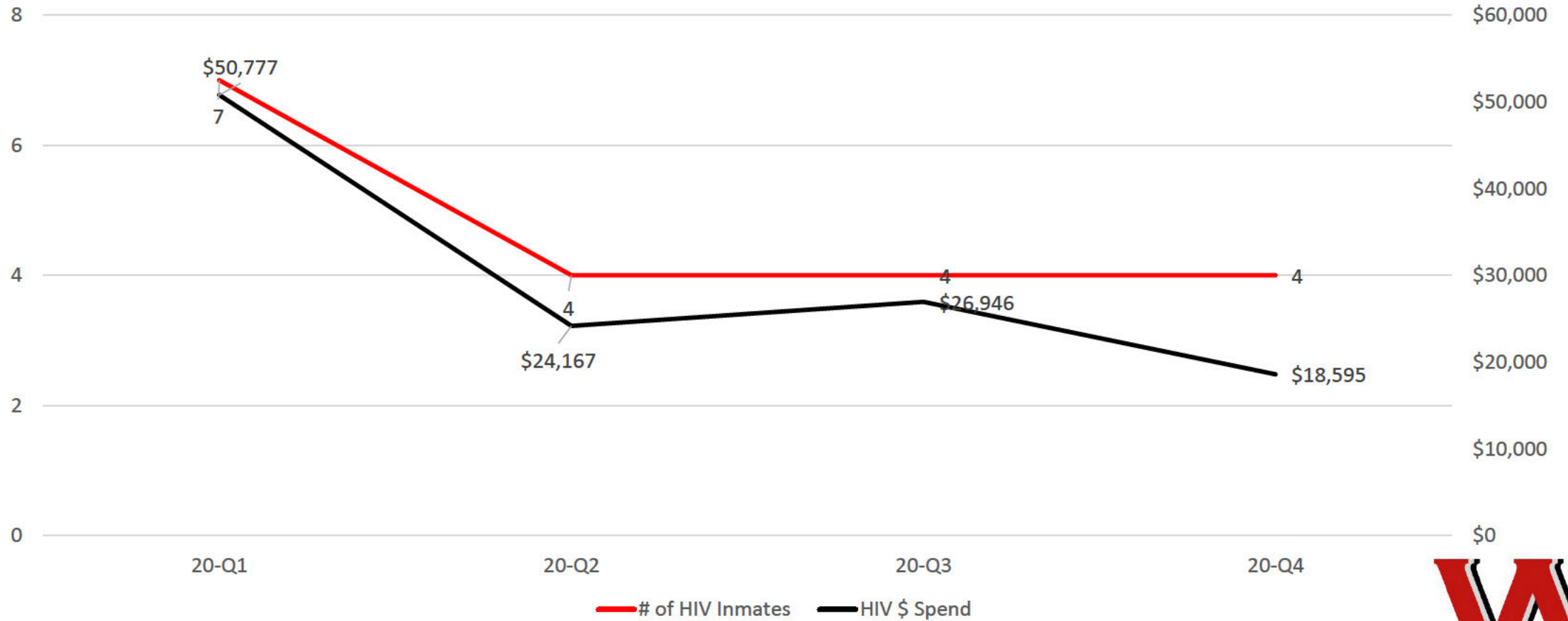


Top 20 Inmate-Specific Drugs

20-Q4	Rx\$
BIKTARVY	\$12,834
INVEGA SUST 234/1.5 INJ	\$5,557
TIVICAY	\$5,432
MESALAMINE 800MG	\$2,896
VRAYLAR 6MG	\$2,370
ELIQUIS 5MG	\$1,828
VRAYLAR 1.5MG	\$1,184
ENTRESTO 24-26MG	\$1,051
CHLORPROMAZINE 100MG	\$1,051
ENTRESTO 49 -51 MG	\$2,097
XARELTO 20MG	\$880
XARELTO 15MG	\$615
COLCHICINE 0.6MG	\$466
LEVALBUTEROL TAR HFA 45MCG INH	\$431
JANUVIA 100MG	\$429
KETOCONAZOLE 2% CREM	\$396
CHLORPROMAZINE 100MG	\$382
BRILINTA 90MG	\$370
ABACAVIR SULFATE-LAMIVUDINE 600-300	\$329
FLUTICASONE-SALMETEROL 113/14MCG INH	\$294

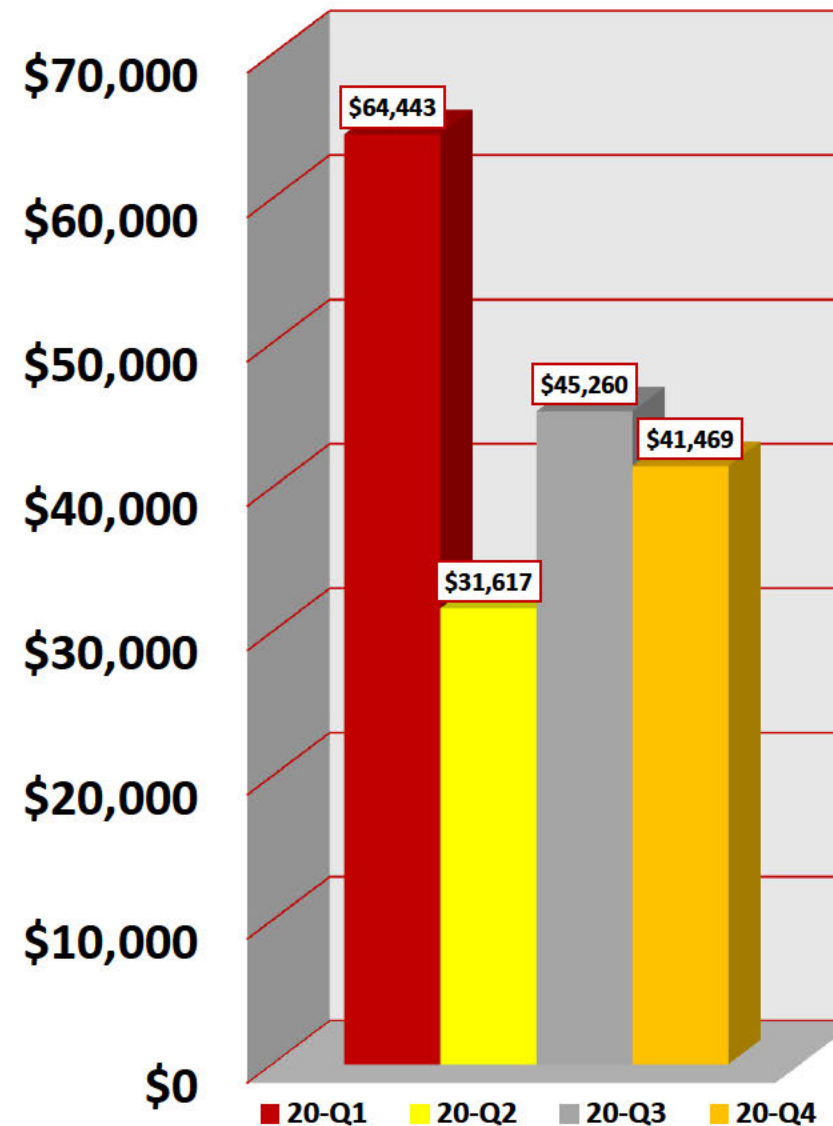


HIV Trend Per Quarter

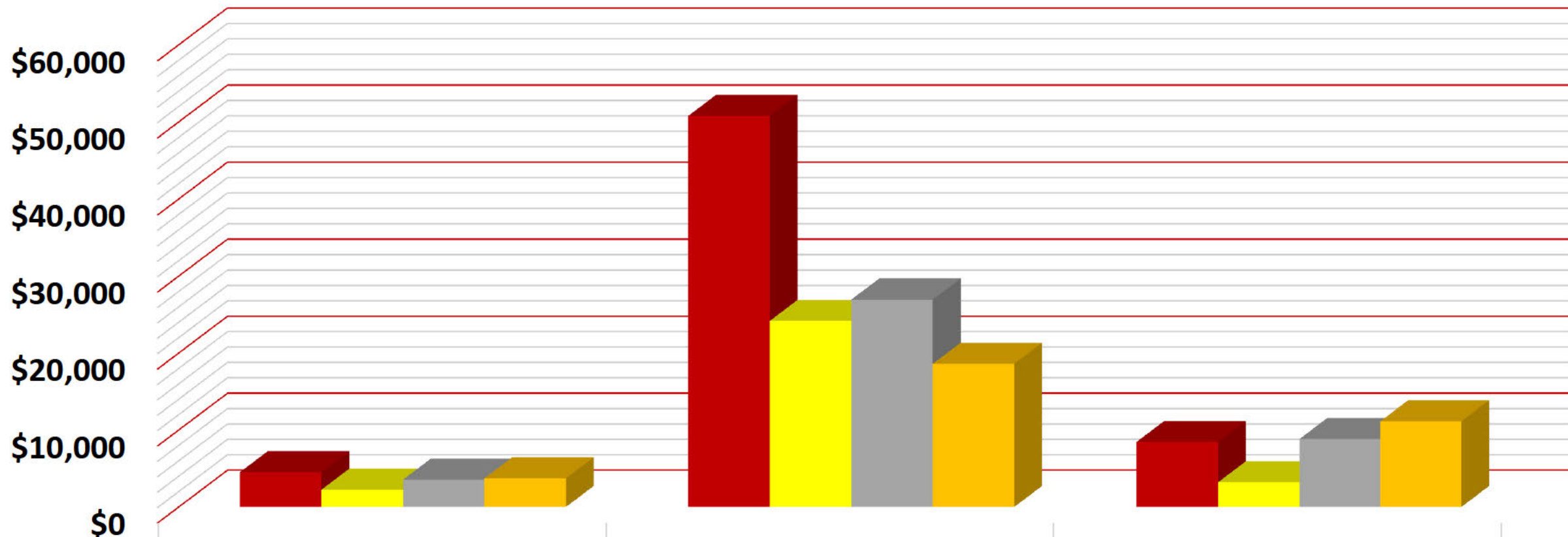


Top 20 Inmates

INMATE	COST DRIVER DRUG	TOTAL RX\$
TEST 1	BIKTARVY	\$6,428
TEST 2	TIVICAY	\$5,772
TEST 3	INVEGA SUST 234/1.5 INJ	\$5,558
TEST 4	BIKTARVY	\$3,271
TEST 5	BIKTARVY	\$3,216
TEST 6	MESALAMINE 800MG	\$2,481
TEST 7	VRAYLAR 6MG	\$2,370
TEST 8	ELIQUIS 5MG	\$1,880
TEST 9	XARELTO 15MG	\$1,529
TEST 10	CHLORPROMAZINE 100MG	\$1,462
TEST 11	ENTRESTO 49-51MG	\$1,450
TEST 12	ENTRESTO 24-26MG	\$1,239
TEST 13	VRAYLAR 1.5MG	\$1,188
TEST 14	ENTRESTO 49-51MG	\$1,137
TEST 15	MESALAMINE 800MG	\$549
TEST 16	COLCHICINE 0.6MG	\$535
TEST 17	JANUVIA 100MG	\$456
TEST 18	BRILINTA 90MG	\$370
TEST 19	CLOBETASOL PROP 0.05% CRM	\$297
TEST 20	ENTRESTO 24-26MG	\$281



Top Therapeutic Classes (Rx\$)



	HEME	HIV	PSYCH
■ 20-Q1	\$4,516	\$50,777	\$8,451
■ 20-Q2	\$2,244	\$24,167	\$3,211
■ 20-Q3	\$3,543	\$26,946	\$8,831
■ 20-Q4	\$3,728	\$18,595	\$11,144

**SAMPLE COUNTY JAIL
FORMULARY MANAGEMENT REPORT**

	INMATE CENSUS	TOTAL RX ORDERS	NEW RX ORDERS	REFILL RX ORDERS	# INM ON RX'S	% INM ON RX'S	# INM on FORM	# INM on NonFORM	STAT BOX RX'S	FORM RX'S	FORM TOTAL COST	FORM COST/INM	NF RX'S	NF TOTAL COST	NF COST/INM	% NF COST/TOTAL COST
Jan-20	161	215	155	60	77	48%	73	25	0	172	\$1,777.49	\$24.35	43	\$354.90	\$14.20	16.64%
Feb-20	161	168	109	59	60	37%	56	19	0	139	\$2,036.06	\$36.36	29	\$460.86	\$24.26	18.46%
Mar-20	161	159	88	71	56	35%	51	16	0	135	\$3,673.86	\$72.04	24	\$478.14	\$29.88	11.52%
Apr-20	92	152	67	85	41	45%	41	12	0	125	\$4,165.52	\$101.60	27	\$157.87	\$13.16	3.65%
May-20	73	80	55	25	35	48%	30	8	0	70	\$797.38	\$26.58	10	\$300.26	\$37.53	27.36%
Jun-20	77	159	114	45	42	55%	39	13	0	131	\$2,116.80	\$54.28	28	\$270.36	\$20.80	11.33%
Jul-20	77	193	120	73	56	73%	52	13	0	171	\$9,263.10	\$178.14	22	\$456.17	\$35.09	4.69%
Aug-20	99	239	168	71	61	62%	60	21	0	202	\$4,640.37	\$77.34	37	\$1,677.25	\$79.87	26.55%
Sep-20	89	198	124	74	66	74%	62	14	0	174	\$4,684.02	\$75.55	24	\$721.25	\$51.52	13.34%
Oct-20	92	187	87	100	59	64%	58	14	0	157	\$2,748.13	\$47.38	30	\$5,109.44	\$364.96	65.03%
Nov-20	94	182	134	48	50	53%	49	14	0	159	\$5,883.43	\$120.07	23	\$623.01	\$44.50	9.58%
Dec-20	99	188	117	71	55	56%	55	15	0	167	\$5,695.20	\$103.55	21	\$585.03	\$39.00	9.32%
% CHAN PQ	0.00%	-16.97%	-33.33%	19.33%	-18.25%	-18%	-20.93%	-27.27%	0.00%	-13.18%	92.67%	137.32%	-33.33%	17.23%	55.43%	-34.38%
% CHAN PY	0.00%	-16.97%	-33.33%	19.33%	-18.25%	-18%	-20.93%	-27.27%	0.00%	-13.18%	92.67%	137.32%	-33.33%	17.23%	55.43%	-34.38%
AVG PQ	161.00	191.50	132.00	59.50	68.50	0.43	64.50	22.00	0.00	155.50	1,906.78	30.35	36.00	407.88	19.23	17.55%
Y-T-D	1,275	2,120	1,338	782	658		180	184	0	1,802	\$47,481.36	\$917.22	318	\$ 11,194.54	\$ 754.76	

	PSYCH RX'S	NF PSYCH RX'S	# INM ON PSYCH	# PSYCH RXS/INM	PSYCH COST	PSYCH COST/INM	% PSYCH COST/TOTAL COST	NF PSYCH COST	ATYP ANTI PSYCH RX'S	# INM ON ATYP ANTI PSYCH RX'S	ATYP ANTIPSY COST	ATYP ANTIPSY COST/INM	% ATYP ANTIPSYCH COST/TOTAL PSYCH COST	CONTROL RX'S
Jan-20	88	25	44	3	\$910.54	\$20.69	42.70%	\$231.81	29	17	\$317.17	\$18.66	34.83%	2
Feb-20	64	12	37	2	\$994.85	\$26.89	39.84%	\$103.37	9	8	\$397.08	\$49.64	39.91%	0
Mar-20	70	12	33	2	\$3,081.61	\$93.38	74.22%	\$387.65	14	10	\$1,236.51	\$123.65	40.13%	0
Apr-20	62	13	25	3	\$2,760.00	\$110.40	63.84%	\$121.56	9	5	\$2,280.49	\$456.10	82.63%	1
May-20	38	6	22	2	\$383.61	\$17.44	34.95%	\$54.20	7	7	\$70.74	\$10.11	18.44%	1
Jun-20	62	15	28	3	\$754.36	\$26.94	31.60%	\$138.40	10	7	\$88.25	\$12.61	11.70%	0
Jul-20	78	9	33	3	\$757.31	\$22.95	7.79%	\$84.71	20	13	\$165.19	\$12.71	21.81%	2
Aug-20	100	19	41	3	\$1,802.97	\$43.97	28.54%	\$452.71	33	22	\$951.74	\$43.26	52.79%	3
Sep-20	78	12	42	2	\$1,933.80	\$46.04	35.78%	\$392.92	19	12	\$1,393.85	\$116.15	72.08%	1
Oct-20	70	9	39	2	\$5,301.91	\$135.95	67.48%	\$4,652.31	19	14	\$4,741.09	\$338.65	89.42%	1
Nov-20	67	8	32	2	\$2,460.01	\$76.88	37.81%	\$264.06	17	11	\$416.13	\$37.83	16.92%	1
Dec-20	75	8	44	2	\$2,060.59	\$46.83	32.81%	\$224.76	16	16	\$245.24	\$15.33	11.90%	1
% CHAN PQ	-7.89%	-35.14%	-18.52%	7.52%	223.46%	292.51%	79.83%	131.31%	-26.32%	-20.00%	246.24%	262.12%	7.36%	-100.00%
% CHAN PY	-7.89%	-35.14%	-18.52%	7.52%	223.46%	292.51%	79.83%	131.31%	-26.32%	-20.00%	246.24%	262.12%	7.36%	-100.00%
AVG PQ	76.00	18.50	40.50	2.31	952.70	23.79	41.27%	167.59	19.00	12.50	357.13	34.15	0.37	1.00
Y-T-D	852	148	420	29	\$ 23,201.56	\$140.96		\$7,108.46	202	142	\$12,303.48	\$191.94		13

	OTC ORDERS	OTC TOTAL COST	# INM on OTC	OTC COST/INM	ASTHMA RX'S (TOTAL)	ASTHMA RX'S (STAT BOX)	ASTHMA RX'S (PT SPEC)	# INM ON ASTHMA MEDS	ASTHMA COST	ASTHMA COST/INM	ASTHMA COST (PT SPEC)	INHALER COST	QVAR RX'S	QVAR COST
Jan-20	23	\$30.77	20	\$1.54	1	0	1	1	\$167.19	\$167.19	\$167.19	\$167.19	0	\$0.00
Feb-20	25	\$89.10	15	\$5.94	1	0	1	1	\$62.90	\$62.90	\$62.90	\$62.90	0	\$0.00
Mar-20	24	\$100.29	16	\$6.27	2	0	2	2	\$232.43	\$116.22	\$232.43	\$226.86	0	\$0.00
Apr-20	22	\$90.64	13	\$6.97	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00
May-20	12	\$30.84	7	\$4.41	2	0	2	2	\$449.57	\$224.79	\$449.57	\$449.57	0	\$0.00
Jun-20	20	\$77.70	14	\$5.55	2	0	1	1	\$657.09	\$657.09	\$657.09	\$657.09	1	\$238.39
Jul-20	13	\$21.12	7	\$3.02	6	0	6	2	\$1,422.72	\$711.36	\$1,422.72	\$1,401.44	1	\$242.35
Aug-20	28	\$108.49	15	\$7.23	8	0	8	5	\$1,557.02	\$311.40	\$1,557.02	\$1,525.10	1	\$242.35
Sep-20	26	\$88.69	16	\$5.54	8	0	8	6	\$1,771.52	\$295.25	\$1,771.52	\$1,765.95	0	\$0.00
Oct-20	30	\$224.97	18	\$12.50	8	0	8	5	\$1,015.79	\$203.16	\$1,015.79	\$999.58	0	\$0.00
Nov-20	34	\$100.32	15	\$6.69	4	0	4	3	\$885.42	\$295.14	\$885.42	\$879.85	0	\$0.00
Dec-20	35	\$98.92	17	\$5.82	8	0	8	5	\$2,135.44	\$427.09	\$2,135.44	\$2,129.87	0	\$0.00
% CHAN PQ	0.00%	67.33%	-8.57%	67.63%	100.00%	0.00%	100.00%	100.00%	102.03%	1.02%	102.03%	97.19%	0.00%	0.00%
% CHAN PY	0.00%	67.33%	-8.57%	67.63%	100.00%	0.00%	100.00%	100.00%	102.03%	1.02%	102.03%	97.19%	0.00%	0.00%
AVG PQ	24.00	59.94	17.50	3.74	1.00	0.00	1.00	1.00	115.05	115.05	115.05	115.05	0.00	0.00
Y-T-D	292	\$ 1,061.85	173	\$71.47	50	0	49	33	\$10,357.09	\$3,471.58	\$10,357.09	\$10,265.40	3	\$723.09

	# INM ON HEP C	HEP C RX'S	COST OF HEP C	% HEP C COST/TOTAL COST	HIV RX'S	# INM ON HIV	% INM ON HIV	HIV TOTAL COST	% HIV COST/TOTAL COST
Jan-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Feb-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%

Mar-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Apr-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
May-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Jun-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Jul-20	0	0	\$0.00	0.00%	2	1	1.79%	\$6,011.44	61.85%
Aug-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Sep-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Oct-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Nov-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Dec-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
% CHAN PQ	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
% CHAN PY	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
AVG PQ	0.00	0.00	\$0.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Y-T-D	0	0	0		2	1		\$6,011.44	

	MED SUPPLY COST	BACKUP COST	TOTAL RX COST	Total RXs/Inmate	TOTAL COST/INM	COST/INM ON RXS	TOTAL COST/INM LESS HIV	TOTAL COST/INM LESS HIV & PSYCHS	TOTAL COST LESS HIV and HEP C	CREDITS	TOTAL COST LESS CREDITS	TOTAL COST/INM LESS CREDITS	ADDTL CHARGES	INVOICE TOTAL
Jan-20	\$1,321.24	\$284.60	\$2,132.39	1.34	\$13.24	\$27.69	\$13.24	\$15.87	\$2,132.39	\$126.11	\$2,006.28	\$12.46	0	\$3,612.12
Feb-20	\$332.70	\$151.34	\$2,496.92	1.04	\$15.51	\$41.62	\$15.51	\$25.03	\$2,496.92	\$576.87	\$1,920.05	\$11.93	0	\$2,404.09
Mar-20	\$1,327.04	\$1,164.03	\$4,152.00	0.99	\$25.79	\$74.14	\$25.79	\$19.11	\$4,152.00	\$343.28	\$3,808.72	\$23.66	0	\$6,299.79
Apr-20	\$1,110.80	\$133.83	\$4,323.39	1.65	\$46.99	\$105.45	\$46.99	\$38.13	\$4,323.39	\$129.90	\$4,193.49	\$45.58	0	\$5,438.12
May-20	\$681.07	\$194.06	\$1,097.64	1.10	\$15.04	\$31.36	\$15.04	\$20.40	\$1,097.64	\$0.00	\$1,097.64	\$15.04	0	\$1,972.77
Jun-20	\$871.89	\$396.76	\$2,387.16	2.06	\$31.00	\$56.84	\$31.00	\$38.88	\$2,387.16	\$327.99	\$2,059.17	\$26.74	0	\$3,327.82
Jul-20	\$316.28	\$969.22	\$9,719.27	2.51	\$126.22	\$173.56	\$48.15	\$52.69	\$3,707.83	\$102.98	\$9,616.29	\$124.89	0	\$10,901.79
Aug-20	\$1,534.91	\$640.58	\$6,317.62	2.41	\$63.81	\$103.57	\$63.81	\$74.01	\$6,317.62	\$1,181.78	\$5,135.84	\$51.88	0	\$7,311.33
Sep-20	\$496.24	\$1,089.83	\$5,405.27	2.22	\$60.73	\$81.90	\$60.73	\$52.60	\$5,405.27	\$1,220.38	\$4,184.89	\$47.02	0	\$5,770.96
Oct-20	\$1,851.39	\$69.08	\$7,857.57	2.03	\$85.41	\$133.18	\$85.41	\$43.32	\$7,857.57	\$271.00	\$7,586.57	\$82.46	0	\$9,507.04
Nov-20	\$0.00	\$247.49	\$6,506.44	1.94	\$69.22	\$130.13	\$69.22	\$80.93	\$6,506.44	\$3,056.76	\$3,449.68	\$36.70	0	\$3,697.17
Dec-20	\$676.60	\$501.52	\$6,280.23	1.90	\$63.44	\$114.19	\$63.44	\$76.72	\$6,280.23	\$774.47	\$5,505.76	\$55.61	0	\$6,683.88
% CHAN PQ	60.47%	434.03%	79.38%	-16.97%	79.38%	113.95%	79.38%	-6.54%	79.38%	-2.34%	94.01%	94.01%	0.00%	109.43%
% CHAN PY	60.47%	434.03%	79.38%	-16.97%	79.38%	113.95%	79.38%	-6.54%	79.38%	-2.34%	94.01%	94.01%	0.00%	109.43%
AVG PQ	826.97	217.97	2,314.66	1.19	14.38	34.65	14.38	20.45	2,314.66	351.49	1,963.17	12.19	0.00	3,008.11
Y-T-D	\$10,520.16	\$5,842.34	\$58,675.90	1.77	\$ 51.37	\$ 89.47	\$ 44.86	\$ 44.81	\$52,664.46	\$8,111.52	\$50,564.38	\$533.96	\$0.00	\$66,926.88



Dispensing Error Analysis Report

Form Instructions: Enter the below information from the completed Dispensing Error Analysis in Section 1: Analysis Information. If there have been no errors in the past 30 days, enter the information in Section 2: Zero Report

Section 1: Analysis Information			
Date the Analysis was initiated		Date the Analysis was completed	
Names of individuals who participated in the Analysis			
General Description of Remedial Action take to prevent and reduce future errors			
Section 2: Zero Report			
<input type="checkbox"/> There were zero (0) errors during this time frame (_____ (Day After the last completed Dispensing Error Analysis Report) through (_____)).			
Section 3: Pharmacy Manager Attestation – (I attest to the accuracy of the above information.)			
Pharmacy Manager Signature		Date	

This form shall be maintained for a period of no less than twelve (12) months from the Pharmacy Manager's Attestation.