

SCHOOL DISTRICT OF PITTSBURGH
REQUEST FOR PROPOSALS FOR SCHOOL PHYSICIAN SERVICES

The School District Physician serves as the medical consultant to the Department of Health Services, providing clinical leadership and guidance to ensure that student health practices are safe, equitable, and compliant with applicable laws and regulations. The physician works collaboratively with district leadership, school nurses, student services teams, and community healthcare providers to support student access to education through appropriate health services and services to the Early Childhood Program.

The School District of Pittsburgh Public Schools is seeking a qualified, licensed physician or group (hereinafter referred to as “physician” or “school physician”) to provide medical consultation, review, and oversight of services necessary for students to safely access their education. PSE supports students with Individualized Education Programs (IEPs) under the Individuals with Disabilities Education Act (IDEA). Consultation may also be requested, when applicable, for students with Section 504 Service Agreements, particularly in cases involving medically complex needs or transitions to special education. The number of reviews will vary but could range from 25-40 reviews per year for Section 504 Services, IEP’s and special specialized transportation. The School Physician does not perform any services relating to worker’s compensation or employee related matters such as FMLA or IME.

SCOPE OF SERVICES

The Physician which is selected will provide student health services in connection with school personnel and services to the Early Childhood Program. The scope of services does not include school visits, attendance at athletic events or sports physicals.

These services will include:

PSE Services

1. **Medical Review for Educational Access**

Review PSE Request Forms and students’ treating physicians’ medical documentation and provide consultative recommendations regarding whether the information supports the need for, or continuation of, Nursing Support (NS) and/or Personal Care Support (PCS) during the school day and/or transportation. Reviews must interpret medical documentation in relation to educational access, participation, and student safety in school settings including consideration of how medical needs may impact the student’s ability to be educated in the least restrictive environment (LRE) with appropriate supports and services.

The MD Consultant serves in an advisory capacity only. Final determinations regarding eligibility for and provision of NS and PCS remain the responsibility of the District and the IEP team.

2. Homebound Instruction & Medical Transportation

Review and provide medical input regarding requests for homebound instruction and medically necessary transportation, including guidance on duration, restrictions, and return-to-school considerations.

3. Collaboration with Treating Providers

Communicate, as needed and with appropriate consent, with students' treating physicians (e.g., pediatricians, specialists, primary care providers) to clarify medical information and support decision-making.

4. Authorization of Services (MPAF)

Review and sign Medical Practitioner Authorization Forms (MPAF) to support medically necessary services, specifically Personal Care Support and Nursing Support, within a student's IEP.

5. Consultation to District Staff

Serve as a medical consultant to PSE Central Office and District school nurses, including interpretation of complex or specialized medical information as it relates to school-based care.

6. Observation & Program Support

Conduct school-based observations, as needed, and provide input regarding the implementation and appropriateness of nursing and personal care supports.

7. Problem-Solving & Emerging Needs

Provide timely consultation on urgent or complex medical related issues involving students, supplies, or staffing of agency nurses and/or personal care aides.

8. Ongoing Collaboration

Maintain regular communication with PSE Central Office through meetings, phone, and electronic communication based on student needs and volume of requests.

Student Health Services and Early Childhood Services

1. Medical Oversight & Consultation

The physician provides ongoing clinical consultation to district staff, offering guidance on student health concerns, reviewing complex medical cases, and supporting school nurses in interpreting medical documentation and treatment plans. This role also includes serving as a liaison between the district and external healthcare providers to ensure continuity of care and informed decision-making.

2. Policy Development & Compliance

The physician contributes to the development and revision of district health policies and procedures, ensuring alignment with state and federal regulations. This includes advising on compliance with immunization requirements, mandated screenings, and communicable disease protocols, developing the standing orders as well as supporting the district during audits, monitoring processes, and corrective action efforts.

3. Student Health Program Support

The physician supports the implementation and evaluation of student health initiatives, including chronic disease management, emergency preparedness, and infection control practices. The role includes providing medical insight into programs that impact student well-being and ensuring that health-related supports are effectively integrated into the school environment.

4. Medical Transportation Services

The physician evaluates requests for medically necessary transportation accommodations and provides clinical justification for specialized services.

5. Documentation & Reporting

The physician ensures that all medical reviews, recommendations, and determinations are properly documented in a timely and confidential manner. The role includes preparing written summaries or reports as requested and maintaining compliance with all privacy and record-keeping requirements.

6. Availability & Responsiveness

The physician maintains availability to respond to district needs within agreed-upon timelines, providing both scheduled and as-needed consultation on relevant health-related topics. Clear communication protocols are established to ensure timely responses to urgent and non-urgent matters, along with consistent participation in required meetings.

7. Risk Management & Student Safety

The physician provides guidance on mitigating health-related risks and supports the district in responding to medical incidents and public health concerns. This includes advising on student safety, liability considerations, and medically informed decision-making related to student placement and services.

DELIVERABLES AND PERFORMANCE EXPECTATIONS

- Review medical documentation and provide recommendations within 5–10 business days, with expedited response for urgent cases
- Complete and return MPAF documentation in a timely manner to avoid delays in service implementation
- Provide clear, concise written recommendations suitable for educational decision-making

- Be available for consultation during standard business hours and participate in scheduled meetings as requested
- Maintain confidentiality and documentation in accordance with applicable laws (FERPA/HIPAA, as applicable)

QUALIFICATIONS

- Current, unrestricted license to practice medicine in the Commonwealth of Pennsylvania
- **Experience in pediatrics or working with school-aged children strongly preferred**
- Familiarity with school-based services, including nursing support, chronic health conditions, and medical needs impacting school participation
- Ability to interpret and apply medical information within an educational context
- Strong communication and collaboration skills with both medical providers and educational teams
- Professional Liability Insurance acceptable to the District

NATURE OF SERVICES

All services provided are consultative and advisory in nature. Final decisions regarding eligibility, service provision, and educational programming remain the responsibility of the School District and the student's IEP team.

SERVICE DELIVERY FLEXIBILITY

The District is committed to a flexible service model to support timely and efficient collaboration. The selected physician may provide services through a combination of remote and in-person activities, including:

- Remote review of medical documentation and completion of required forms
- Virtual or phone consultation with PSE staff, school nurses, and, when appropriate, treating providers
- In-person participation for meetings or school-based observations, as needed and mutually agreed upon

Scheduling will be coordinated in collaboration with PSE Central Office, with consideration given to the consultant's availability and the time-sensitive nature of student needs.

REQUIRED INFORMATION

1. A resume for all Physicians in the practice.
2. A description of the team who will work with the District.
3. A fee proposal based upon a monthly retainer and an explanation of any additional fees or costs.

SUBMISSION OF PROPOSALS

All proposals must be received no later than **3:00 p.m. on June 1, 2026** and directed to:

Electronically:

Ira Weiss, Esquire, Solicitor
Weiss Burkardt Kramer LLC
iweiss@wbklegal.com

Tricia Stadterman, Legal Assistant to Ira Weiss
tstadterman@wbklegal.com

Mail:

Attn: Tricia Stadterman
Weiss Burkardt Kramer LLC
The Frick Building
437 Grant Street, Suite 918
Pittsburgh, PA 15219

Late submissions will not be considered.

There shall be no contact with any Board Member or District employee in the proposal process.

Questions should be directed by email to Ira Weiss at iweiss@wbklegal.com.