



Request for Proposals

Dietician

Proposal Due Date:

August 9, 2024

Issued by:

Comanche Nation

Lawton, Oklahoma

Introduction

The Comanche Nation invites proposals for interested parties to contract with the Nation to be a Dietician for the Edith Kassanavoid Gordon Assisted Living Center for the Comanche Nation.

Scope of Work to be Performed

Dietician will be responsible to the Facility Administrator for developing, coordinating, supervising and reviewing all dietician services. Shall plan, organize and conduct dietetic education for nursing personnel and other personnel. Will function as a member of the interdisciplinary team with expertise in nutritional care. Develop and implement nutritional plan of care which is based on a comprehensive assessment of nutritional needs by evaluating their medical history, current health condition, and dietary requirements. Evaluate and report results appropriately. Work with referring physician and interdisciplinary group to provide appropriate counseling to individuals and families/caregivers. Provide guidance and support to patients with special dietary needs, such as those with diabetes, food allergies, or gastrointestinal disorders. Evaluate and instruct on nutritional principles, dietary plans, food selection and economics, and adapting plans to the individual's needs and physical condition, as indicated. Document patients' nutritional assessments, interventions, and progress in their medical records to ensure accurate and comprehensive patient care. Collaborate with kitchen staff and food service providers to ensure that meals meet patients' dietary requirements and preferences. Maintain records in confidentiality. Notify resident's primary care physician of any nutritional related concerns. Assist with the Facility's dining program. Make sure Facility meets sanitation and health standards. Perform other duties as assigned.

Requirements

The Contractor must possess all the necessary qualifications, license and/or certifications required to provide the services specified above. Licenses, certifications and registrations of consultant have never been denied, suspended, revoked, terminated, relinquished under threat of disciplinary action, or restricted in any way.

Proposal Format and Content

1. Cover Page: including Request for Proposal title, due date, name, address, phone number and email address for the submitting candidate.
2. Detailed Estimate
3. References from former or current clients

General Conditions

The Comanche Nation reserves the right to reject any or all proposals received in response to this request, to negotiate with any qualified party, or to cancel in whole or part of this RFP if it is in the best interest of the Comanche Nation. In the event none of the proposals are satisfactory to the Comanche Nation, no selection will be made.

Evaluation

The Comanche Nation will review the qualification and bids of the nominees. In making a selection, the Comanche Nation shall give preference to qualified candidates who:

1. Have three (3) years experience as a Dietician.
2. Can provide all necessary licenses and certifications
3. Can pass background check.

Questions

Questions regarding this RFP may be addressed to Adam K. Red Elk by email:
adam.redelk@comanchenation.com

Instructions for Submission of Proposals

Deadline: Proposals must be submitted by August 9, 2024 at 5:00 p.m.

Proposals must be submitted in a sealed envelope to the Property & Procurement office located at 584 NW Bingo Road, Lawton OK 73507.