Professional Responsibility and Data Privacy

Responders should provide satisfactory information regarding their professional responsibility. Professional responsibility information includes:

- An explanation of any complaints filed with or by professional and/or state or federal licensing/regulatory organizations within the past six years against your organization or its employees relating to the provision of services. If such complaints exist, please include the date of the complaint(s), the nature of the complaint(s) and the resolution/status of the complaint(s), including any disciplinary actions taken.

- Information about pending litigation and/or litigation resolved within the past two years that relates to the provision of services by your organization and/or its employees. If such litigation exists, please include the date of the lawsuit, nature of the lawsuit, and the dollar amount being requested as damages, and if resolved, what the resolution was (e.g. settled, dismissed, withdrawn by plaintiff, verdict for plaintiff with $x damages awarded, verdict for responder, etc.)

- Information that demonstrates external recognition of their professional responsibility or achievements. This may include awards, certifications and/or professional memberships.

- If your organization or any proposed subcontractor in the past five years has suffered any breach or loss of personal, financial or other data considered private or confidential, please provide a description of such breaches, and provide details on what steps were taken to address the issue both in the short term and the longer term to prevent such a breach/loss from happening again.

The information collected from these inquiries will be used in the state’s determination of the award of the contract. It may be shared with other people within the Minnesota Department of Human Services who may be involved in the decision-making process and/or with other people as authorized by law.

You are not required to provide any of the above information. However, if you choose not to provide the requested information, your organization’s proposal might be found nonresponsive.

The state reserves the right to request any additional information to assure itself of a responder's professional status.