Request for Professional Services (RFP)

Advanced Practice Registered Nurse (APRN) Services for Family Planning Program

Issued By: Central Nevada Health District (CNHD)
RFP Number: CNHD-FP-APRN-2026-01
Issue Date: 10/6/2026
Proposal Due Date: November 10, 2026, 5:00 pm

1. Introduction

The Central Nevada Health District (CNHD) is seeking proposals from qualified Advanced Practice Registered Nurses (APRNs) to provide family planning services to clients within the CNHD service area. The selected contractor will deliver comprehensive reproductive and sexual health services in accordance with applicable federal, state, and local regulations, evidence-based clinical practices, and program requirements.

The purpose of this RFP is to ensure access to high-quality family planning services that support the health and well-being of individuals and families throughout the region, Churchill, Mineral, Pershing, and Eureka Counties.

2. Background

CNHD serves the residents of Central Nevada through public health programs designed to improve health outcomes and increase access to preventive healthcare services. Family planning services are a critical component of CNHD's mission to promote reproductive health, reduce unintended pregnancies, and improve access to preventive care.

The selected APRN will work collaboratively with CNHD clinical staff to provide patient-centered family planning services.

3. Scope of Services

The selected APRN shall provide professional services including, but not limited to:

- Family Planning and Reproductive Health Services
- Contraceptive counseling and education
- Prescription and management of contraceptive methods
- Pregnancy testing and options counseling
- Sexually transmitted infection (STI) screening, treatment, and counseling
- Women's health assessments

- Reproductive life planning discussions
- Preconception counseling
- Menopause-related counseling, as appropriate
- Clinical Services
- Comprehensive health histories and assessments
- Physical examinations as clinically indicated
- Ordering and interpretation of laboratory tests
- Medication prescribing within APRN scope of practice
- Follow-up care and referrals
- Documentation within CNHD's electronic health record system
- Compliance and Quality Assurance
- Maintain current Nevada licensure and certification
- Follow evidence-based clinical guidelines
- Participate in quality improvement activities
- Comply with HIPAA and all confidentiality requirements
- Meet all reporting and documentation requirements

4. Minimum Qualifications

Proposers must:

- Hold an active Nevada APRN license in good standing.
- Possess national certification appropriate to practice specialty.
- Maintain a current DEA registration if prescribing controlled substances.
- Carry professional liability insurance.
- Have at least two (2) years of clinical experience in women's health, family practice, public health, family planning, or related fields.
- Demonstrate experience serving underserved or rural populations.
- Pass required background checks and credentialing requirements.

Preferred qualifications include:

- Experience in public health settings.
- Experience with Title X Family Planning Program requirements.
- Bilingual capabilities.
- Experience using electronic health records.

5. Contract Term

The anticipated contract period shall begin within 30 days of award for one-year, with the option for renewal based upon performance, funding availability, and mutual agreement.

6. Compensation

Proposals should include:

- Hourly rate
- Estimated availability per month
- Travel costs, if applicable
- Any additional fees

CNHD reserves the right to negotiate final compensation with the selected proposer.

7. Proposal Requirements

Proposals must include:

- Cover Letter
  Include:
  Name of proposer
  Business address
  Contact information
  Nevada license number
  Qualifications and Experience

Provide:

- Curriculum vitae or resume
  Description of relevant experience
  References from at least three professional clients or employers
  Service Approach

  Describe:
  Experience providing family planning services
  Approach to patient care
  Familiarity with public health and preventive services
  Availability and scheduling flexibility
  Cost Proposal
  Provide detailed pricing information.

8. Insurance Requirements

The selected contractor shall maintain:

- Professional Liability Insurance
- General Liability Insurance
- Workers' Compensation Insurance (if applicable)
- Proof of coverage should be provided prior to contract execution.

9. Submission Instructions

Submit proposals electronically to:
Central Nevada Health District
Attn: Shannon Ernst, Administrator
Email: info@centralnevadahd.org
Subject Line: Proposal for APRN Family Planning Services

All proposals must be received no later than November 10, 2026, 5:00 pm

10. Reservation of Rights

- CNHD reserves the right to reject any or all proposals.
- Request clarification of submitted proposals.
- Negotiate terms with selected proposers.
- Cancel or revise the RFP at any time.
- Make an award in the best interest of the District.

11. Questions

Questions regarding this RFP shall be submitted in writing to:
Shannon Ernst and Shasta Garrison
Shannon.ernst@centralnevadahd.org and shasta.garrison@centralnevadahd.org
(775)867-8181

Central Nevada Health District is committed to promoting and protecting the health of our communities through accessible, equitable, and high-quality public health services.