

TENTATIVE SERVICE REQUEST AND CONFIRMATION SCHEDULE****A. Prescreen Service Request Schedule - Dates/Times**

DOCD Service Request to Contractor No.1	Service Request final confirmation due from Contractor No.1	DOCD Service Request to Contractor No. 2	Service Request final confirmation due from Contractor No. 2	DOCD Service Request to Contractor No. 3	Service Request final confirmation due from Contractor No. 3
8/3/2009	8/25/09 3:00PM	8/26/2009	9/1/09 3:00PM	9/2/2009	9/8/09 3:00PM

- Prescreen Service Request will list all participating school information for the project period.
- Contractor shall coordinate and schedule with each participating school's liaison the date and time of prescreening visit and provide staffing to perform consent form prescreen reviews by the DOCD designated deadline. Service Request Confirmations from Contractor(s) must include prescreening visit schedule and names of contracted staff providing the services requested.
- Names of schools that are not scheduled/staffed must be reported to the DOCD by the final confirmation due date.

B. Immunization Clinic Service Request Schedule - Dates/Times

Immunization Clinic Week	DOCD Service Request to Contractor No. 1	Service Request final confirmation due from Contractor No. 1	DOCD Service Request to Contractor No. 2	Service Request final confirmation due from Contractor No. 2	DOCD Service Request to Contractor No. 3	Service Request final confirmation due from Contractor No. 3
10/12/09 - 10/16/09	9/8/2009	9/24/09 3:00PM	9/25/2009	10/1/09 3:00PM	10/2/2009	10/8/2009 3:00PM
10/19/09 - 10/23/09	9/14/2009	10/1/09 3:00PM	10/2/2009	10/8/09 3:00PM	10/9/2009	10/15/09 3:00PM
10/26/09 - 10/30/09	9/21/2009	10/8/09 3:00PM	10/9/2009	10/15/09 3:00PM	10/16/2009	10/22/09 3:00PM
11/2/09 - 11/6/09	9/28/2009	10/15/09 3:00PM	10/16/2009	10/22/09 3:00PM	10/23/2009	10/29/09 3:00PM
11/9/09 - 11/13/09	10/5/2009	10/22/09 3:00PM	10/23/2009	10/29/09 3:00PM	10/30/2009	11/5/09 3:00PM
11/16/09 - 11/20/09	10/12/2009	10/29/09 3:00PM	10/30/2009	11/5/09 3:00PM	11/6/2009	11/12/09 3:00PM
11/23/09 - 11/27/09	10/19/2009	11/5/09 3:00PM	11/6/2009	11/12/09 3:00PM	11/13/2009	11/19/09 3:00PM
11/30/09 - 12/4/09	10/26/2009	11/12/09 3:00PM	11/13/2009	11/19/09 3:00PM	11/20/2009	11/25/09 3:00PM
12/7/09 - 12/11/09	11/2/2009	11/19/09 3:00PM	11/20/2009	11/25/09 3:00PM	11/27/2009	12/3/09 3:00PM
12/14/09 - 12/18/09	11/9/2009	11/25/09 3:00PM	11/27/2009	12/3/09 3:00PM	12/4/2009	12/10/09 3:00PM
12/21/09 - 12/23/09	11/16/2009	12/3/09 3:00PM	12/4/2009	12/10/09 3:00PM	12/11/2009	12/17/09 3:00PM
12/28/09 - 12/30/09	11/23/2009	12/10/09 3:00PM	12/11/2009	12/17/09 3:00PM	12/18/2009	12/23/09 3:00PM

- The DOCD shall send a written Service Request via electronic mail to Contractor(s).
- Service Request Confirmations from Contractor(s) must include names of contracted staff providing services requested.

** Actual service request and confirmation schedule are subject to DOCD modification as necessary during the course of the project.