



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: January 21st 2016

HSS-16-018

Preadmission Screening and Resident Review Web Based Screening System

for

Division of Medicaid and Medical Assistance

Date Due: February 2nd , 2016
By 11:00 am Local Time

ADDENDUM # 1 – Q&A

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RFI No. HSS 16-018 WEBASEPASRR

Preadmission Screening and Resident Review Web Based Screening System

Questions Received by the Due Date of January 20, 2016

1. Question – Page 4, Section IV: Under the anticipated Scope of Work, will the bidder or another entity perform Level II evaluations?

Answer – As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to perform Level II evaluations.

2. Question – Page 4, Section IV: Under the anticipated Scope of Work, will the bidder or another entity conduct the Clinical Review/1.5 screen? (In other words, is the Department asking for pricing for system development only or also for clinical review services as part of the Level I?)

Answer - As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to conduct Clinical Review/1.5 screens.

3. Question – Page 4, Section IV: Please define Independent Professional Consultant (IPC).

Answer – Independent Professional Consultant – for PASRR purposes, an entity independent of the SMHA must complete the Level II evaluation for Mental Illness. A qualified mental health professional (QMHP) must conduct the evaluation for possible MI and may include professionals including psychiatrists, clinical psychologists, clinical social workers, or advanced practice psychiatric nurses. The IPC should understand PASRR regulations and be committed to person-centered assessment and recommendations.

4. Question – Page 4, Section IV: The definition for the Level II Abbreviated screen mentions that “designated DSAMH staff” will determine whether NF services and specialized services are needed. Please clarify:

1. Whether “designated DSAMH staff” is referring to the vendor or other state designated staff.
2. Whether “designated DDDS staff” will also take this role for individuals with intellectual and developmental disabilities?

Answer – Designated staff refers to State staff for both DSAMH and DDDS.

5. Question – Pages 4&5, Section IV and V. i-iii: Does the state intend for the selected vendor to provide both a Level II system and perform the Level II onsite evaluations or to develop the Level II system only?

Answer - As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to develop a Level II system and perform Level II evaluations.

6. Question - Page 5, Section V.B.: What entity will make Level II determinations and develop Summary of Findings reports (e.g., state staff, the vendor under this project, or another entity)?

Answer – State staff

7. Question – Page 5, Section V.B.: If state staff or an entity other than the vendor providing services under this project develops the determination and the Summary of Findings, which group will be using the workflow system to generate notification letters (e.g., state staff, the vendor under this project, or another entity)?

Answer – State staff. As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to develop a workflow system to generate notification letters.

8. Question - Section E, page 6, indicates that the RFI does not require a response by the vendor on offsite solution requirements. However, there appears to be a contradiction under 1.1.1. Section 1.1.1 states that bidders must respond as required by 1.1.1 - 1.1.2.3 or risk “rejection of the entire proposal.” Please clarify:

- 1) Is the vendor to respond to 1.1.1 or 1.1.2.3, or is that provided for information only?
- 2) Should RFI responders sign and submit the Terms and Conditions Template as specified under 1.1.1.1?
 - 2.a) If yes, are the template requirements binding for any responder who may submit a proposal if an RFP is issued?
- 3) Must responders provide a network diagram in response to 1.1.1.4 of this RFI?
- 4) Must responders describe their data at rest and data in transit methods as specified under 1.1.2.1 and 1.1.2.2 of this RFI?

Answer – Please review the introduction for section E. The information in this section is for review only and does not require a response within this RFI. However, this section outlines the State compliance requirements and should there be an RFP in the future for these services, it is expected that vendor solutions align with State compliance requirements. Please provide responses to this RFI that align with the requirements outlined in E.

9. Question – Please clarify if the State intends to have Beneficiaries self-register in order to submit Level I screening forms.

Answer – Please review Section C. ii.

10. Question – If answer to question 9 above is yes, per “V. Service Needs for which information is sought, A.i.a. Respondent provides real-time screening results”, please confirm that Beneficiaries are expected to complete this online, in real time.

Answer – End users will be able to access this system 24/7, complete the Level I screen, and receive real-time screening results.

11. Question – Can DHSS provide an estimate of how many different User Roles will be supported by the application? Beneficiaries, DMMA, DSAMH DDDS, IPC

Answer – End users will include numerous Level I Screeners from multiple acute and long term care facilities across the state, State staff from the three PASRR authority divisions, and Independent Professional Contractors.

12. Question –Can DHSS provide an estimate of how many Users for each user roll will need to be supported by the application?

Answer – No, the number will vary and the system will require continual capability to authorize and add legitimate subjects.

13. Question -Can DHSS provide the Level I Screening Form for Delaware?

Answer – the current form can be accessed at <https://www.dmap.state.de.us/downloads/forms.html> We are seeking a system that will provide a Level I form that is sensitive to PASRR qualifying conditions and meets federal PASRR regulations.

14. Question -Can DHSS provide the Level II Abbreviated Screening Form for Delaware?

Answer – Please see attachment, Level II Document

15. Question –Can DHSS provide the Level II Full Evaluation Form for Delaware?

Answer – Please see attachment, Level II Document

16. Question – Can DHSS provide the workflow for completing Level I screenings and Level II evaluations?

Answer – Please review Section A. and B. As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to develop a workflow system for completing Level I screenings and Level II evaluations.

17. Question - Does DHSS prefer a hosted solution over an on premise solution located within the state's data center?

Answer – At this point there is no preferences, we hope to have solutions from both applications and thereby be able to do a pros and cons analysis of each , should you have any suggestions of one over the other please share that with us in your response if possible.

18. Question – Specific to “B. PASRR Level II System, iii. Respondent has capability to transmit IPC evaluation results to MI/ID authority for Final Determination”: what format should this be in?

Answer – As part of our analysis of the web based PASRR market as a whole, we are seeking respondent information on capability to transmit reports via a secure user system providing HIPAA compliant PASRR processing.