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March 23, 2017

Mrs. Lolita A. Lopez
Westside Family Healthcare, Inc.
300 Water Street – Suite 200
Wilmington, Delaware 19801

RE: HSS-16-037R – Behavioral Health Electronic Medical Records Assistance Program

Dear Mrs. Lopez:

The Delaware Health Care Commission (HCC) is pleased to inform you that Westside Family Healthcare, Inc. has been selected for an award under Request for Proposal Number **HSS-16-037R/Behavioral Health Electronic Medical Records Assistance Program**. The agreement form **MUST** have the signature of a representative who has the legal capacity to enter your organization into a formal agreement with the State of Delaware, Department of Health and Social Services, Office of the Secretary, Delaware Health Care Commission.

One (1) paper copy of the Memorandum of Understanding (MOU) must be signed by your organization's authorized representative and returned to my attention prior to April 1, 2017. One copy of the fully executed agreement will be returned for your records.

Expenditures relating to this agreement cannot begin prior to receipt of a valid State of Delaware Purchase Order and a fully executed agreement. For further negotiations, please contact me at (302) 739 – 2730 or via email at laura.howard@state.de.us.

Thank you for your interest in working with the Delaware Health Care Commission. If you have any questions, please contact Eschalla Clarke, Social Service Senior Administrator at (302) 739-2730.

Sincerely,
Original On File

Laura Howard
Executive Director