



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: November 18, 2016

HSS –16 – 037R

Behavioral Health Electronic Medical Records Assistance Program

For

Department of Health and Social Services, Delaware Health Care Commission

Proposal Due Date: **December 9, 2016**
By 11:00 AM Local Time

ADDENDUM # 1 – RFP Questions and Answers

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE
MENTIONED RFP.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

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STATE INNOVATION MODEL (SIM) BEHAVIORAL HEALTH ELECTRONIC MEDICAL RECORDS ASSISTANCE PROGRAM

RFP: HSS – 16 – 037R

Questions and Answers

1. I am wondering if the awards given to the BH providers will be used for only previously designated EHR/EMRs. Is this the case, or can providers use the award money for any EHR they choose? Also, would you mind if I promote the RFP documents on social media (Twitter and LinkedIn) to notify DE providers of this grant opportunity?

The state does not recommend a specific EMR vendor.

Funding is provided based on category type selected and number of practitioners employed by the provider as indicated on Appendix A – Application Form.

- Category 1 applications are awarded to eligible providers without an existing Electronic Medical Records system (EMR).
- Category 2 applications are awarded to eligible providers with existing EMRs.

For further eligibility information, refer to Section IV (Scope of Services), Subsection B (Program Overview) pages 6 to 8 of the RFP.

Vendors are permitted to promote this RFP through any number of communication methods.

2. I am interesting in receiving more information regarding the RFP process for behavioral health EMR and whether [my behavioral health center] would be eligible.

Please refer to Section IV (Scope of Services), Subsection C (Program Eligibility) on page 8 of the RFP for Program Eligibility.

3. We currently have an EHR system that we had purchased in 2008. We as an agency have outgrown this system and we were looking to purchase a new one. Your grant listed that the state would assist non-profits that are new to buying an EHR or building on to their existing EHR. Since we are looking to switch to an enterprise model EHR would we fall in under the new to buy category?

Provider sites seeking to replace EMR systems will be classified in Category 1 if new equipment and software is purchased.

If the existing EMR infrastructure will remain intact and specific upgrades, such as, additional licensure or data share capabilities will be purchased, then the provider site will qualify in Category 2.

Please refer to Section IV (Scope of Services), Subsection B (Program Overview) pages 6 to 8 of the RFP for additional information regarding the award categories.

4. Our facilities are licensed by the state and accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) as substance abuse and co-occurring substance abuse and mental health facilities. For the purpose of this RFP, are they eligible to apply as a “medical facility”?

Please refer to Section IV (Scope of Services), Subsection C (Program Eligibility) on pages 8 and 9 of the RFP for eligibility requirements.

5. “Practitioners, for the purpose of this RFP, are certified and licensed individuals whose primary employment role is to diagnose mental illnesses, disorders and injuries and prescribe medications and treatments that promote or restore good health. Since licensed and certified counselors provide treatment under the supervision of our physicians and psychiatrists can licensed and certified counselors be included?

Yes. Please refer to Section IV (Scope of Services), Subsection C (Program Eligibility) on pages 8 and 9 of the RFP for information regarding practitioner eligibility.

6. I represent a behavioral health hospital firm that was recently awarded a certificate of need to develop a behavioral hospital in Delaware. Would the hospital be eligible to receive incentive funds through the Behavioral Health EHR Incentive Program on behalf of our employed practitioners to bolster the interface with the primary care community?

Please refer to page 8 Section IV (Scope of Services), Subsection C (Program Eligibility) to determine eligibility under this RFP (HSS-16-037R).

As stated in Section IV (Scope of Services), Subsection B (Program Overview) pages 6 to 8: “Winning bidders have six (6) months to execute all required deliverables/actions for this project. Applicants should prepare for this requirement in advance to ensure readiness and success.”

7. What is the deadline for response proposals to the Behavioral Health Electronic Medical Records Incentive Program? Online at http://www.bids.delaware.gov/bids_detail.asp?i=4123&DOT=N it says 12/27/16, but the RFP says 12/5/16.

The deadline to submit a proposal for this RFP is December 9, 2016. The original RFP (HSS-16-037A) was corrected. A revised RFP (HSS-16-037R) is currently on www.bids.delaware.gov with correct deadlines.

Please refer to page 2 of the RFP for additional information on deadlines associated with the current RFP.

8. I had some questions about this RFP. Is it possible to speak by phone about this project?

The deadline to submit questions for this RFP was November 10, 2016.

Please refer to pages 11 and 12 Section V (Professional Services RFP Administrative Information), Subsection A (RFP Issuance), Item 4 (RFP Designated Contact) and Item 6 (Contact with State Employees) for detailed information.

9. I am a psychologist in private practice in Delaware and just became aware of the RFP referenced above. I was told the deadline was extended. Can you confirm this and provide me with the new deadline. Additionally, can you provide guidance regarding the appropriate way to apply based on the following: I am part of a “group of independent practitioners” There are five of us in two

locations. Each of us has our own EIN and either LLC or corporation. Would we be permitted or required to apply separately or as one practice?

The deadline to submit a proposal for this RFP is December 9, 2016. The original RFP (HSS-16-037A) was corrected. A revised RFP (HSS-16-037R) is currently on www.bids.delaware.gov with correct deadlines.

Each applicant must determine how to submit their proposal and complete Attachment A based on the information in Section IV (Scope of Services), Subsection C (Program Eligibility). Applicants eligible to receive funding must have *ownership* of an existing EMR system or intentions to purchase and possess *ownership* of a new EMR system. Funding under this Cooperative Agreement grant will provide funding assistance to winning bidder(s) to purchase a new EMR system or enhance/upgrade an existing EMR system for integration with primary care practice sites. If the “group of independent practitioners” shares, or intends to share, an EMR system at the “two locations” then the “group of independent practitioners” should apply as one entity.

As stated in Section IV (Scope of Services), Subsection C (Program Eligibility), applicants “Must verify employment status of qualified practitioners listed on the DE BH EMR Assistance Program applications.”

10. I am writing to try to understand some specifics regarding the Behavioral Health EHR Incentive Program. I have reviewed the RFP and it says that questions are accepted until February 20, 2017 for Period 2. AllMeds is one of the approved vendors and I am working with about 10 Behavioral Health parties in Delaware. Many of the practitioners I am working with work as independently licensed practitioners in a group practice. They each have their own LLC or Corp but share overhead for space and marketing. Would they need to each apply separately to the RFP or apply as a group? Also, I do not see anywhere in the RFP where the incentive fund decreases in each period. Can you confirm if the amount granted is the same if they apply in period 1, 2 or 3?

As it pertains to this RFP, the deadline for questions ended November 10, 2016.

Each applicant must determine how to submit their proposal and complete Attachment A based on the information in Section IV (Scope of Services), Subsection C (Program Eligibility). Applicants eligible to receive funding must have *ownership* of an existing EMR system or intentions to purchase and possess *ownership* of a new EMR system.

As stated in Section IV (Scope of Services), Subsection C (Program Eligibility), applicants “Must verify employment status of qualified practitioners listed on the DE BH EMR Assistance Program applications.”

There are no anticipated changes in the Award Categories 1 and 2 as detailed on page 5 Section III. (Available Funding and Estimated Awards), Subsection A (Application Categories and Distribution Specifications. However, funding under this Cooperative Agreement program is subject to change and is based on the availability of funds and approval from the Centers for Medicare and Medicaid Innovation (CMMI).

11. What is the definition of a Provider and Practitioner? Are licensed behavioral health Counselors and Nurse Practitioners eligible to apply?

As stated in Section IV (Scope of Services), Subsection C (Program Eligibility) on pages 8 and 9 of the RFP, provider sites are medical facilities in which one or more Behavioral and/or Mental Health Practitioners receive and treat patients.

Practitioners are certified and licensed individuals whose primary employment role is to diagnose mental illnesses, disorders and injuries and prescribe medications and treatments that promote or restore good health.

12. What is a medical facility? Is a Licensed Behavioral Health Center eligible to apply?

Yes, a licensed behavioral health center is eligible to apply. Please refer to Section IV (Scope of Services), Subsection C (Program Eligibility) on pages 8 and 9 of the RFP for Program Eligibility and applicant requirements.

13. If a behavioral health center functions as a consultant to a national medical provider and adopts and/or integrates with the national medical provider's EMR; is the behavioral health center eligible for funding or should the national medical provider apply?

As stated in Section IV (Scope of Services), Subsection A (Program Purpose), the DHCC is providing monetary assistance to B/MH provider sites to reduce the overall cost of EMR adoption for the practice or upgrading and/or enhancing an existing EMR for integration with other PCP sites in Delaware.

Please refer to Section IV (Scope of Services), Subsection C (Program Eligibility) on pages 8 and 9 of the RFP.

14. Is there a specific EMR vendor that the state recommends under this RFP or can behavioral health centers choose their own vendor?

The state does not recommend a specific vendor.

As stated in Section IV (Scope of Services), Subsection A (Program Purpose), “All EMR systems affiliated with – or purchased as a result of – this RFP EMR Assistance Program must have interoperable capabilities with the DHIN system.”

15. We have an existing EMR vendor that is not yet certified through DHIN. Can our vendor be certified with DHIN during Phase 1 of this RFP?

This question should be directed to the DHIN Helpdesk at (302) 480 – 1770 or email helpdesk@dhin.org.

16. Do you have and can you provide me with one list of all of the documents required to apply? I have never completed an RFP before and I want to be sure that I submit all required documents.

All required elements to complete a proposal are listed in Section IV (Scope of Services), Subsections D (Format and Content of Response) and E (Additional Required Information) on pages 9 to 11 of the RFP. Please review and address all areas as indicated.