OFFICE OF THE PURCHASING AGENT

TOWN OF ARLINGTON
730 Massachusetts Avenue
Arlington, MA 02476

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DATE: March 20, 2015

                 TO ALL BIDDERS

BID NO.   15-11

SUBJECT: Health Record Software Package

ADDENDUM NO. 1

TO WHOM IT MAY CONCERN:

With reference to the bid request relative to the above subject, please note the following:

BID SUBMISSION DEADLINE: THURSDAY MARCH 26, 2015, 10:00 AM

SEE ATTACHED

BIDDER MUST ACKNOWLEDGE ADDENDUM WITH SUBMISSION

All other terms, conditions and specifications remain unchanged.

Very truly yours,

Town of Arlington

Domenic R. Lanzillotti
Purchasing Officer

1. Will you primarily be using the MSDP forms for documentation, or do anticipate wanting to customize the clinical forms for documenting services? In addition to the MSDP forms, what standard forms or assessments do you plan to use?

   AYCC plans to use the MSDP forms; however, prospective vendors should expect a certain amount of customization for existing AYCC clinical and UR forms and letters, as well several customized data fields. For example, AYCC created customized fields for CANS to notify the clinicians when an update is required. Further, AYCC does not collect social security information; therefore, fields such as social security number would need to be suppressed.

   Prospective vendors should identify the level of customization included in the implementation phase and also identify AYCC's ability to make any further customizations (e.g., typically who has rights to add data fields, alter screens, and generate reports, etc.?)

2. How many payers are you reimbursed by? How many are billed electronically?

   AYCC currently has 23 payers, all of which are billed electronically. Electronic remittances are received from six payers and remittances for the remainder are received via check.

3. How many payers or intermediaries do you validate eligibility with electronically?

   Eligibility is limited with the existing software. AYCC is interested in the ability to check client eligibility, particularly for the various Mass Health products, of which there are six payers.

4. What integration with other solutions/systems will be required?

   Expected interfaces include: 1) third party billing company, such as Emdeon, unless the vendor has a way to bill insurance, check eligibility, etc. directly from their software and 2) E-prescribe component.

5. What information do you want brought in from your current system?

   AYCC would prefer to migrate all client demographic information, referral information, insurance, medications, and individual session progress notes. For cost reasons, AYCC acknowledges that not all data fields from session progress notes may be able to be migrated. At a minimum, date of session, presenting problem, services rendered, and clinician data fields would be migrated.

   Prospective vendors should identify their plan for data migration, the number of hours specified for migration and what data would be migrated, and the hourly cost for additional data migration.