SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor HealthRIGHT 360			Division/Section		SFHN			
		Exec. Administrator		Barbara A. Garcia, Director of Health				
1735 Mission Street		DPH Administrator		Chona Peralta, DPH Compliance Officer				
San Francisco, CA 94103		Program N	/Janager	Elizabeth	Davis	Phone	255-3934	
Vitka Eisen, Chief Executive Officer		Contract Analyst		Irene Carmona		Phone	554-2652	
tingency, to provide fiscal in	termediary, pro	fessional contation Proje	nsultation arect, for the p	nd technical eriod of July	assistance sey 1, 2014 thre	ervices to ough June	support	
lew Renewal	Mod		Sole So	urce - Appro	oval Date:			
r of years DPH has been doi ACT INFORMATION: Sources:	<u>.</u>	J	on Pro				nalized erence	
General Fund (07/01/14-06/30/15)				\$292,941		\$292 ,941		
ntingency					\$35,153	\$3	35,153	
TOTAL PROGRAM				\$3	328,094	\$32	28,094	
FTE					3.0		3.0	
<u>SED</u> : of Service & Unit of Servi	ce Definition		Duplica	ated	Number Of Units		Unit Cost	
rm – 7/01/14-06/30/15								
							\$2,953	
Phase III (1 UOS = 1 consultation day)			N/A		7 .5		\$3,410 \$3,247	
	1735 Mission Street San Francisco, CA 94103 Vitka Eisen, Chief Executive for approval of a new contractingency, to provide fiscal intertments Psychiatric Inpatient (vear). Sole X Non-Profit Dwner Renewal Renewal From Sources: Fund (07/01/14-06/30/15) PROGRAM FTE SED: of Service & Unit of Service of Service & Unit of Service (UOS = 1 consultation day) (1 UOS = 1 consultation day)	1735 Mission Street San Francisco, CA 94103 Vitka Eisen, Chief Executive Officer for approval of a new contract with the HEA tingency, to provide fiscal intermediary, propartments Psychiatric Inpatient Unit Documer year). Sole X Non-Profit DBE Dwner Renewal Mod or of years DPH has been doing business with the MEACT INFORMATION: Prior Sources: Fund (07/01/14-06/30/15) PTE SED: of Service & Unit of Service Definition or 7/01/14-06/30/15 1 UOS = 1 consultation day) (1 UOS = 1 consultation day)	Exec. 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Explanation of Service Change and Variances:

Under this contract, HealthRIGHT 360 (HR360) will provide Fiscal Intermediary support for Mary Thornton and Associates, Inc which is a national consulting firm with a specialty in behavioral healthcare. HR360/Mary Thornton and Associates, Inc., in collaboration with the Department, will assist the Department in the risk assessment, coordination, facilitation and development of a Psychiatric Inpatient Unit Documentation Project at Laguna Honda Hospital that will reduce current audit risk in the inpatient psychiatric units, and produce ample evidence of the efforts of DPH to reduce its noncompliance and to implement internal controls to ensure that high quality documentation supporting medical necessity is being consistently produced. The contract is retroactive due to the time needed to fully develop the scope of work for all three phases of the process in this important effort.

Funds will support a three phase consultation process:

Phase I will include an Off-Site and On-Site Risk Assessment to assess the key causal factors. The risk assessment will include medical record reviews, key employee interviews, and a "walk-through" of key business and clinical processes in order to develop a more comprehensive understanding of the key contributors to the documentation and other problems.

Phase II will include training and technical assistance to correct the causal problems noted in Phase I, or to mitigate their impact where problems cannot be fixed.

Phase III will include follow-up to the corrective actions developed and taken in Phase II. Follow-up will include review of any changed process to ensure that internal controls are in place and are robust, review of findings of the internal auditing and monitoring process designed and implemented as part of Phase II, and continued training one-on-one or in small groups with physicians and nurses who are still outliers in terms of quality documentation.

Monitoring Report/Program Review & Follow-Up:

The contract services will be monitored by the Department as required.

HR360/Mary Thornton and Associates, Inc. will work primarily with the DPH Program Liaison responsible for the Psychiatric Inpatient Unit Documentation Project, but will also interface with other members of the DPH and/or other City departments throughout the course of the project as appropriate. The DPH Program Liaison will be responsible for assessing and tracking all information related to the accomplishment of each phase of the project.

Nondiscrimination and Cultural Competency:

The Department will work closely with the contractor to ensure that their cultural competency plan is current and in compliance with Departmental procedures.

Listing of Board of Directors and Executive Director:

Harlan Grossman

Tamara Mason

Ellen Chaitin

Kathryn Holmes

Jack Kahler

Jamie Kasvikis

Emalyn Lapus

Ann Ma

Victor Ortiz

Peter Sullivan

Elaine Howard

Ellen Chaitin

Ankahler

Emalyn Lapus

Anji Mandavia

Cindy Perry

Kan Wong

Jeanne Woodford

Recommendations:

The Department recommends approval of this contract.