

**SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION**

Contractor	<u>Health Management Associates</u>	Division/Section	<u>SFHN</u>	
		Deputy Director	<u>Greg Wagner</u>	
Address	<u>120 N. Washington Square, Suite 705</u>	DPH Administrator	<u>Diana Guevara</u>	
	<u>Lansing, MI 48933</u>	Program Administrator	<u>Timothy Arnold</u>	Phone <u>759-3351</u>
Contact	<u>Ray Jankowski, Managing Principal</u>	Contract Analyst	<u>Arlene Lee</u>	Phone <u>554-2938</u>

Request for approval of a new contract with Health Management Associates in the amount of \$295,120 for revenue cycle current state process mapping in support of the new Electronic Health Record project for the period February 1, 2017, through July 31, 2017 (6 months).

Profit       Non-Profit       LBE       RFQ – Number: CON 2015-17      Date: 9/2015

New       Renewal       Mod       GPO

Number of years DPH has been doing business with this organization: 10

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u> (new)	<u>Proposed Transaction</u> 02/01/17–07/31/17	<u>Annualized Difference*</u>
<b>Funding Sources:</b>			
General Fund		\$263,500	\$263,500
TOTAL DPH REVENUES		\$263,500	\$263,500
12% Contingency Amount		\$31,620	\$31,620
CONTRACT TOTAL		\$295,120	\$295,120
ANNUAL AMOUNT OF CONTRACT* (estimate)		\$590,240	\$590,240
Agency Funds		\$0	\$0
Contract FTE		N/A	N/A

\*The proposed transaction is for six months. The listed annual amount is the estimated amount if the engagement was for a 12 month period.

**PROPOSED:**

**Mode(s) of Service & Unit of Service Definition**

**Pre-Implementation Tasks:**

Appoint Executive Committee, Develop Communication Plan, Data Collection/Tracking/Data Analysis and Information Flow Review

**Leadership Interviews & Department Interviews:**

Interviews, current-state front-end process flows/maps, interim rpts. for:

- a) Clinics: Urgent Care, 4 Sub-specialty, 5 Hospital Ancillary
- b) Psych. Emerg., Emerg. Dept., Discharge Plng. and Util. Mgt.
- c) LHH and 1 Public Health clinic

Present Draft Report to Executive Steering Committee

**Review of Organizational Structure and Staffing:**

Finalize Recommendations for Organizational Structure, Standardization Opportunities, and Performance Improvement

**Other Expenses:** Travel, additional interviews and tasks

<u>No. Of Clients</u> <u>Duplicated</u> <u>Unduplicated</u>	<u>Number</u> <u>Of</u> <u>Units</u>	<u>Unit</u> <u>Cost</u>
N/A	1	\$45,200
N/A	1	\$45,200
N/A	1	\$45,200
N/A	1	\$45,200
N/A	1	\$60,000
N/A	1	\$3,500

→ NOTE: One Unit Of Service = One completed deliverable

**Explanation of Service:**

This is a new service.

**Monitoring Report/Program Review & Follow-Up:**

The contract services will be monitored by the Department as required. The DPH Program Administrator will be responsible for assessing and tracking all information related to the accomplishment 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.

**Other Significant Issues:**

As part of pre-implementation EHR readiness, Health Management Associates will partner with the Huron Consulting Group for to perform services including value-mapping of the current DPH procedures at its clinics and hospital departments, from patient access up to charge capture, in order to provide necessary documentation for the new EHR system and user work flow implementation.

Health Management Associates was selected under RFQ CON 2015-17 administered by the Controller's Office. The Controller's Office City Performance Unit of the City Services Auditor Division of the Controller's Office and the Department are jointly working on select projects in support of the Electronic Health Record project.

**Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director:**

Jay Rosen, Director, Chairman of the Board  
Ron Westman, Director

HMA is a private, for-profit "C" corporation, incorporated in the State of Michigan and doing business as Health Management Associates, Inc. There are two board members, no vacancies, and no term limits.

**Recommendations:**

The Department recommends approval of this contract.