



Request for Proposals (RFP) # 2018-10

School Health Transactional System

Questions and Answers 3

August 14, 2018

Question: Please provide a list of user roles (RNs, UAPs, Behavioral Health, Social Work, other) and the estimated number of “simultaneous” users by role.

Answer: The user roles are as follows:

- 70 registered nurses
- 122 licensed practical nurses
- 16 advanced registered nurses
- 16 medical assistants
- 20 licensed clinical social workers
- 40 master level mental health professionals

Question: Referring to Section II: Professional Services Description, B. Functional Software Specifications, must have the ability to automate billing for Medicaid and/or private insurance - *Is The Children's Trust billing directly or utilizing a third party billing company? Please provide a list of your billable services.*

Answer: The Children's Trust is not the billing entity. We want our funded providers to have the ability to bill for the services provided at the school site directly from the solution they are using rather than having to transfer the information to another system and then have that system bill Medicaid or the private insurance.

Question: Will the health staff be responsible for entering vaccines and monitoring compliance?

Answer: Yes

Question: Is the required “data fields daily feed” to the IDR include data only for the current day's encounters or cumulative days. If cumulative, please provide timeframe.

Answer: Daily delta file to contain new or updated records.

Question: Do you want student health records to transfer between schools/organizations based on new info from the IDR?

Answer: Yes, if a child changes school the system needs to reassign that child record to be visible to the nurse at the new school. This means if a child attend school A serviced by provider A, then the child

transferred to school B serviced by provider C, the child record should longer be visible for the nurse at school A nor by provider A and is now only visible to the staff at provider C and the nurses at school B.

Question: There does not appear to be a way to attach a file during the submission process. Should vendors email the redacted version to: Meckbids@mecklenburgcountync.gov?

Answer: An attachment option has been added after each question on the submission form.

Question: According to the Application Timetable, interviews and demonstrations are scheduled for August 24, 2018. Please provide the location where in-person interviews and demonstrations will occur. In addition, please indicate the time allotted for the demo/interview.

Answer: All invited vendor interviews and demonstrations will be conducted in person or virtually. The time allotted for each will be 90 minutes.

Onsite location:
The Children's Trust
3150 SW 3rd Avenue, 8th Floor
Miami, FL 33129

Question: If more than one bidder is asked to demonstrate its software, will all other bidder(s) be allowed to watch the presentations? Ordinarily, competitors are excluded from one another's demonstrations.

Answer: The Children's Trust adheres to the Florida Sunshine rule, as such all meetings pertaining to a competitive solicitation must be publicly noticed and are opened to the general public to attend.

Question: What is the process to submit proprietary information within the RFP response that should not be subject to (or be an exception from) a FOIA request?

Proprietary Information may be redacted as needed and uploaded at the relevant question upload field.

Questions Submitted Through August 8, 2018

Bidder's Conference:

August 6, 2018, 3:30- 5 p.m. EST

Question: Will The Children's Trust supply the specification of the data from IDR to the transactional data. Data elements and format needed.

Answer: The data elements are in the Attachments: Required Data Fields and Daily Feed from Miami-Dade County schools. We are open to discussing the file format.

Question: For the requirement to be able to bill to Medicaid and insurance, are there any special requirements?

Answer: We are looking for standard billing requirements

Question: At what level do you need a partition of data so that you can restrict access?

Answer: At the provider level, e.g. a provider is equivalent to an organization which has multiple sites.

Question: Please provide clarity around the providers and sites.

Answer: Each provider has a number of sites e.g. Doctor's Hospital has 25 sites and Juliette's Hospital has 30 sites. The nurses at Doctor's Hospital 25 sites can have access to the students' information at all 25 sites.

Question: Given the short timeframe, will all vendors be invited to present or will The Children's Trust let people know after narrowing down the selection?

Answer: The Children's Trust will be notifying vendors after the review; please hold August 24th for interview. Notices will be sent by 5 pm on August 23rd.

Question: Is there a desired or particular training approach?

Answer: The Children's Trust prefers training videos, small groups and train the trainer strategy.

Question: Should the response to the RFP be printed and bound, electronic or both?

Answer: Responses should be submitted via the form found at https://www.trustcentral.org/go/form/form.cfm?xm_form_id=42.

Question: Will a redacted version of the response be accepted to protect privacy?

Answer: Yes

Question: Will the interviews be public?

Answer: Yes, all meetings including the interview are public noticed which means that the interviews can be attended by anyone.

Question: What is the estimated of number of simultaneous/concurrent users?

Answer: The Children's Trust estimates approximately 280 concurrent users with an anticipated increase in the overall number of users to be approximately 500 users.

Question: What is estimated number student records being managed in the system?

Answer: 99,000 unique students records, the Miami Dade County Public School System has 350,000 students.

Question: Will there be a need to migrate the data to the new platform?

Answer: No, The Children's Trust will migrate the transactional data to our IDR (Integrated Data Repository).

Question: Functional specifications indicate there must have a user friendly interface to facilitate electronic consent form, what are you looking for?

Answer: The Children's Trust is looking for the ability to upload a pdf with a form and signature or the creation of a form with the ability to capture an electronic signature. Either solution would meet this requirement.

Question: Can you please provide a list of vendors and staff who attended today's meeting?

Answer: Yes, we will post with the Q&A.

Attendees:

Healthmaster - Fred Smith

Stabilify - Sam Applebaum, Gregory Anderson

SSG - Ted Hill

@MD - Dan Kamyck

Tech Pert - Adrian Escabel
Professional Software Solutions - Christine Drucker
Greenway Health - Jim Campbell
WebAuthor - Mario Rodrigues
The Children's Trust - Juliette Fabian
The Children's Trust - Sheryl Borg
The Children's Trust - Stephanie Sylvestre

Question: What are the expectations for the vendor to be on site vs working from their continental office during the project?

Answer: Since this is a SaaS solution, The Children's Trust is expecting that the work would be done remotely. It's up to the vendor to determine if on-site presence is needed.

Questions Submitted Through August 2, 2018

Q. When is the Bidders' conference?

A. August 6, 2018, 3:30- 5 p.m. EST.

Registration link:

<https://cc.callinfo.com/registration/#/?meeting=1333objq4lxhz&campaign=12z67bkwz4ggi>

Q. How do I participate in the Bidders' Conference?

A. Call in phone # 800-503-2899; Access # 0908104#