

As we proceed with the in-depth review of Respondents' submissions we want to clarify three important matters and obtain definitive responses from Respondents. **Any Respondent that does not provide definitive responses to this request by Monday, May 3, 2010, using the form in Attachment A will not receive further consideration during this qualification cycle.**

First, we are clarifying the requirements and evaluation process being applied by MeHI to make threshold determinations on eligibility for certification. The specific threshold requirements are set forth in Section 1 below, and all Respondents should provide supplemental responses to all of the matters set forth in Section 1 paragraphs A thru F.

Second, since the issuance of the RFQ, we have further defined the REC business model and have adjusted the Base Offering to include two different bundles of services (see Section 1 below). We are requesting that all Respondents provide a supplemental response committing to the modified Base Offering. The final Service Packages are currently under review.

Third, in Section 2 we provide some additional information about next steps after a Respondent has met all threshold requirements and we move into the final stages of due diligence for certification and contracting.

Section 1. Clarification of Threshold Criteria.

On Page 9 of the RFQ, we set forth the categories of information that we will use to determine whether Respondents have met threshold requirements for moving into the second stage of the due diligence review process. Once achieved, the Respondents will proceed to final certification and contract participation status. As a further clarification, we have set forth below the list of specific threshold criteria that must be met by a Respondent in order to move into this next stage. All Respondents are required to submit definitive responses using the form in Attachment A indicating whether or not they meet each of the following threshold requirements:

- A. Respondent as an entity must have one or more years of experience implementing EHRs.
- B. Respondent commits to providing the following two bundles of services at the prices (including travel costs) indicated. Note: These Service Packages set forth below are subject to review and final approval by the Secretary of the Executive Office of Health and Human Services, the Health Information Technology Council (the "HIT") and the Board of Directors of the Massachusetts Technology Collaborative ("MTC"). MeHI does not anticipate any material deviations from the prices and categories of required services upon final approval. However, MeHI recognizes and acknowledges that your commitment to this requirement is conditioned on the final approval of the Service Packages as stated below.

Service Package 1: Paper system to Meaningful Use

Approximately \$4500, including travel costs. Minimum services to include:

- Gap analysis/readiness assessment (technical and workflow)
- Vendor selection assistance
- Implementation planning and support
- Current and future Workflow redesign and associated floor plans
- EHR and infrastructure Training to support practice adoption
- Meaningful use compliance review/report

Service Package 2: Qualified EHR to Meaningful Use:

Approximately \$2500, including travel costs. Minimum services to include:

- Gap analysis/readiness assessment (technical and workflow)
- Implementation planning and support
- Training
- Meaningful use compliance review/report

- C. Respondent demonstrates, through submission of resumes, that each key implementation team member that would work under the REC agreement has clinical experience with EHR implementations. Include the percentage that these team members represent of your total staff.
- D. Respondent demonstrates, through submission of examples of the tools they currently use to monitor installations, use of a standard implementation process that has included the use of a project plan, a risk and issue tracking report and a monthly status report.
- E. Respondent indicates its commitment to provide field support in Massachusetts for problem determination and resolution for workflow processes, EHR application and infrastructure components.
- F. Respondent commits to guaranteeing that an installation will result in meaningful use as long as the provider fulfills their contractual obligations to the IOO; MeHI functioning as the Regional Extension Center; and the final rulings and definition of “Meaningful Use” as established by the Center for Medicare and Medicaid Services.

Respondents must meet or exceed all of the foregoing criteria to move into the next phase of due diligence for certification and contracting.

Section 2. Final Due Diligence and Contracting.

Once MeHI determines the list of Respondents who have met the threshold requirements, those Respondents will be notified and will move into the due diligence and contracting phase. In that period, we will check references, obtain and review certain information about Respondent’s financial condition and conduct additional due diligence as appropriate. We will finalize the IOO REC Participation Agreement which will contain all of the terms and conditions for a certified IOOs participation in the REC. These conditions will include all representations, warranties and covenants required for ongoing maintenance of certification status and the requirement mentioned in the RFQ concerning a certified IOO’s agreement to provide most favored pricing for REC-affiliated providers. MeHI will be conducting an online meeting with all Respondents who meet or exceed the threshold requirements within the first two weeks of May as part of the due diligence process. Respondents could also be requested to participate in face to face interviews.

A final decision on certification status is conditioned on successfully completing the reference checks and due diligence phase and on Respondent’s entering into the IOO Participation Agreement.

Attachment A
Definitive Responses to Certified IOO Threshold Criteria

Contact Name and Title: _____ **Contact Telephone Number:** _____
Company Name: _____ **Contact Fax Number:** _____
Address: _____ **Contact E-Mail Address:** _____

Criterion	Response
A. Number of years of experience implementing EHRs.	___ Years
B. Commitment to providing the following two bundles of services as indicated, subject to review and final approval. <i>Service Package 1: <u>Paper system to Meaningful Use</u></i> Approximately \$4500, including travel costs. Minimum services to include: <ul style="list-style-type: none"> • Gap analysis/readiness assessment (technical and workflow) • Vendor selection assistance • Implementation planning and support • Current and future Workflow redesign and associated floor plans • EHR and infrastructure Training to support practice adoption • Meaningful use compliance review/report <i>Service Package 2: <u>Qualified EHR to Meaningful Use</u></i> Approximately \$2500, including travel costs. Minimum services to include: <ul style="list-style-type: none"> • Gap analysis/readiness assessment (technical and workflow) • Implementation planning and support • Training • Meaningful use compliance review/report 	<input type="checkbox"/> Yes <input type="checkbox"/> No
C. Respondent has enclosed resumes for each key implementation team member that would work under the REC agreement demonstrating clinical experience with EHR implementations. Include the percentage that these team members represent of your total staff.	<input type="checkbox"/> Yes <input type="checkbox"/> No _____% of total implementation staff
D. Respondent has submitted examples of the tools it currently uses to monitor installations including a project plan, a risk and issue tracking report and a monthly status report.	<input type="checkbox"/> Yes <input type="checkbox"/> No
E. Commitment to provide field support in Massachusetts for problem determination and resolution for workflow processes, EHR application and infrastructure components.	<input type="checkbox"/> Yes <input type="checkbox"/> No
F. Commitment to guaranteeing that an installation will result in meaningful use as long as the provider fulfills its contractual obligations to the IOO and to MeHI functioning as the Regional Extension Center and the final rulings and definition of "Meaningful Use" as established by the Center for Medicare and Medicaid Services.	<input type="checkbox"/> Yes <input type="checkbox"/> No