

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson
INITIATED BY



Diana Arneson
DRAFTED BY

Finance Committee
SUBMITTED BY

September 20, 2016
DATE DRAFTED

Authorizing Purchase of Netsmart Document Capture Scanning Software for 2016

1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
2 software on behalf of the County; and,
3
4 **WHEREAS**, the Information Technology and Human Services departments procured a new Electronic
5 Health Record system, Avatar by Netsmart Technologies Inc., in June of 2012; and,
6
7 **WHEREAS**, the installation of the Netsmart Avatar software solution has been accomplished thus far
8 with the additions of relevant modules that have built upon the initial core business and clinical Avatar
9 modules; and,
10
11 **WHEREAS**, the purchase of the Document Capture Scanning module would give the Human Services
12 department the ability to scan current paper forms into an electronic format within the Avatar system
13 which would provide a complete and uniform electronic record; and,
14
15 **WHEREAS**, the 2016 Budget did designate funds for the purchase of the Netsmart Document Capture
16 Software module.
17
18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
19 this 13th day of October, 2016 that a purchase order be issued to Netsmart Technologies,
20 Inc., of Philadelphia, PA for \$41,000.04.

16-10A-129

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

J. Russell Podzilni
J. Russell Podzilni

Mary Beaver
Mary Beaver

Absent
Brent Fox

FISCAL NOTE:

Funds were included in the 2016 budget for the purchase of this software module.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Netsmart is the sole source provider of the software.

Jeffrey G. Kuglitsch
Jeffrey G. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Executive Summary

Netsmart Document Capture Executive Summary

The Rock County Human Services Department (HSD) procured a new Electronic Health Record (EHR) solution, Avatar, provided by Netsmart Technologies in June 2012. This solution was selected after an extensive internal review and RFP process to replace the department's obsolete legacy system, MedSys.

Netsmart offers Avatar as a modular solution, with the ability to extend the functionality of the software in a staged approach. For the initial purchase, HSD decided to select the two core modules of Practice Management (PM) and Clinical Workstation (CWS).

PM performs the core business functions that include billing, client demographic and admission information, state reporting. CWS is the clinical documentation functionality that includes progress notes, assessments and treatment plans.

The PM and CWS modules provided for the immediate impact of reducing paper documentation, improved accountability for practitioners, reduced billing cycle latency, and enriched the coordination of care provided to clients.

Avatar is intended to be the comprehensive Electronic Health Record (EHR) solution for HSD. This means that all elements of the record would be included in the EHR.

Presently, HSD is using a hybrid record, which means that there are elements of the consumer record in both Avatar and a physical chart. The Department of Health Services (DHS) surveyor assigned to HSD provided clear feedback within the past year that the hybrid record should only be a transitional concept, and not a long-term practice.

With the purchase of the Document Capture Scanning Module, the ability to achieve a uniform electronic record will be attained. All ancillary materials that are presently in the physical chart of an open consumer would be scanned in to Avatar and available for access by all appropriate users.

Examples of these materials would be signed Releases of Information (ROI), insurance card, financial eligibility information and other documents currently provided on paper

Presented to: Patrick Singer
 Rock County
 3530 N County Road F
 Janesville, WI 53545

Netsmart Contact: Scott Miller (smiller@ntst.com)

Remit to: Netsmart Technologies, Inc.
 PO Box 823519
 Philadelphia, PA 19182-3519

Quote Summary - Rock County Document Capture - 2nd quote

Non-Recurring Fees		Recurring Fees (First Year)	
Software	\$17,500.00	Support Services	\$3,500.04
Professional Services	\$20,000.00		
Total Non-Recurring Fees	\$37,500.00	Total Recurring Fees	\$3,500.04
		Total Fees	\$41,000.04

Solution Summary

*Professional Services

Professional Services are based on Netsmart's Scope of Work document, which is contained in a separate document. Professional Services are for a set level of effort that is based on Netsmart's exclusive understanding of the requirements. Any changes to the requirements or Netsmart's understanding thereof, may require additional funds from the client. Netsmart will notify the client in advance of any changes to the required funding and the client shall have the right to either purchase the additional level of effort or stay with the initial scope of work.

Non-Recurring Fees Detail

	Qty	Unit	Price	Total
Document Capture				\$37,500.00
Software				
Document Capture - Powered by Perceptive	1	EACH	\$17,500.00	\$17,500.00
Professional Services				
Perceptive Software Professional Services				\$20,000.00
Total Fees				\$37,500.00

Recurring Fees Detail

	Qty	Unit	Price	Term (mo)	Total (First Year)
Document Capture					\$3,500.04
Support Services					
Document Capture Mnt - Powered by Perceptive	1	EACH-MO	\$291.67	12	\$3,500.04
Total Fees					\$3,500.04

Client No: 0004804
Quote #: 00062437
Quote Date: 09/22/2016
Quote Expiration: 10/15/2016

Terms and Conditions

Netsmart Pricing and Payment Policies

The following price and payment policy will apply to the software, hardware and/or services quoted above unless you have an existing agreement that will apply to the software, hardware and/or services in this Proposal that is identified at the end of this proposal. Delinquent accounts will be subject to Netsmart's Delinquent Account Escalation Policy set forth at <http://www.ntst.com/ARpolicy>

This quote

- Is valid until the expiration date shown above.
- Will terminate on the expiration date unless you and Netsmart Technologies, Inc. execute a binding commitment for the software, hardware and/or services in this quote.
- Is subject to other terms and conditions in Netsmart's standard contracts for the software, hardware and/or services.
- Unless identified separately below, does not include on site services or assistance, or estimated charges for travel and living expense or travel time. Travel and living expenses and travel time are subject to the terms and conditions of the Netsmart Master Agreement.
- License, hardware, hosting set-up fees and 1st year of support/maintenance are 100% due on the date a legally binding commitment is executed by you and Netsmart ("Execution Date").
- The initial support period of maintenance/support is deemed to be the period from the Execution Date to December 31 of the same year ("First Billing Cycle"), and on each following January 1 for each subsequent calendar year during the support service agreement.
- Charges for Hosting, PaaS, SaaS and subscription services are payable on the Execution Date.
- Professional Services
 - Fixed Fee quoted professional services totaling less than or equal to \$2,000 are payable on the Execution Date.
 - Fixed Fee quoted professional service totaling more than \$2,000 are payable 50% on the Execution Date with the balance due upon project completion or 90 days from the Execution Date, whichever occurs first.
 - As incurred fees are billed monthly, in arrears, payable net 30 days from the invoice date.
 - Professional services quotes do not include on site services or assistance.
 - Professional services quotes do not include travel and living expense or travel time. Netsmart's travel policy will be provided on request.
- "FOB Origin" Shipping and taxes will be separately charged and added to the invoice with other charges quoted above.
- If Revenue Cycle Management (RCM) is offered in this Proposal, the initial set-up fees are due on the Execution Date and monthly fees are due in arrears unless otherwise specified in the Agreement.
- Netsmart has no obligation with respect to the software, hardware and/or services described in this proposal until a binding agreement incorporating the terms of this proposal is executed between you and Netsmart.
- If you currently have an agreement with Netsmart that is identified below, and you accept this Proposal the terms of that Agreement except as provided in this Proposal, will also apply to the quoted products and services.

CONTRACT TO BE APPLIED TO THIS QUOTE BY REFERENCE

Rock County Avatar License and Service Agreement 06292012

[Leave blank if this is a Quote subject to a new agreement]

QUOTE ACCEPTED AND INCLUDED UNDER THE REFERENCED AGREEMENT

Signature: _____

Name and _____

Title: _____

Date: _____