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Santa Ana College • Santiago Canyon College

## ADDENDUM NO. 1

FOR

**RFP #1268**

### **Student Health Services - Electronic Medical Record Software and Hosting Service**

The following changes, additions, deletions or corrections shall become a part of the RFP documents for the project named above and all other conditions shall remain the same.

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## ADDENDUM NO. 1

1. **Question:** Does Rancho Santiago CCD prefer to have two separate databases in the new system for Santiago Canyon College (SCC) and Santa Anna College (SAC) with all data totally segregated?

**Answer:** Yes, two separate college data bases.

2. **Question:** Or, will there be one database including both SCC and SAC with data separated for access and reporting by 'location' in the single database?

**Answer:** No.

3. **Question:** The current MedPro solution at SCC and SAC contains only PM/Scheduling data, is this correct?

**Answer:** Yes.

4. **Question:** Are students able to be seen for services at either campus?

**Answer:** Yes, however each campus maintains a discrete and separate data base.

5. **Question:** It appears from the RFP that there are two separate MedPro systems (SCC and SAC) to convert data from: please verify this is the case.

**Answer:** Yes, this is true there are two separate MedPro systems.

6. **Question:** It appears from the RFP that there are two separate Titanium systems (SCC and SAC) to convert data from: please verify this is the case.

**Answer:** There is a Titanium system at SAC only.

7. **Question:** If there are two separate MedPro and Titanium databases to convert data from (one each for SCC and SAC), do you prefer to merge the MedPro and Titanium data into one database for a combined Medical and Mental Health system for SCC? For SAC? Or, do you prefer to keep the Medical and Mental Health systems separate as they are now?

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**Answer:** There is only a Titanium system at Santa Ana College. We prefer to keep the Medical and the Mental Health Systems mutually separate as they are now.

8. **Question:** Ultimately, do you prefer to have one single database for both SAC and SCC to include all data from MedPro and Titanium merged into a combined medical/mental health database?

**Answer:** No, each college will need a standalone data base. Titanium at Santa Ana College will need to be migrated into the new EMR as a separate system.

9. **Question:** For the MedPro Migration, how many Gigabytes of storage are currently used for the MedPro database(s)?

**Answer:** SAC – Approximately 450mb  
SCC – Approximately 400mb

10. **Question:** For the Titanium Migration, how many Gigabytes of storage are currently used for the MedPro database(s)?

**Answer:** 216mb

11. **Question:** Please describe in more detail what is referred to by “Custom Data Report Migration”. Is there a separate database outside of MedPro and/or Titanium where reporting is done?

**Answer:** We track the volume of unique and duplicated client visits, diagnostic codes as well as visit times, providers and dates of service over the school year for productivity. This is provided in a custom data report. We would need the capability of migration of our existing data and continue to track the same content for future reporting. This is a separate “Sybase” report designed for us.

12. **Question:** Do the counseling clinics at both SCC and SAC want to include DSM 5 codes?

**Answer:** Yes

13. **Question:** The RFP notes there are 7 Medical and 2 Mental Health workstations at SCC, and 10 Medical and 6 Mental Health workstations at SAC. What is the total number of Full Time and Part Time users/staff at SCC? AT SAC?

**Answer:** Three at SCC and nine at SAC.

14. **Question:** Of the total # of Full Time and Part Time users/staff at SCC, how many of those are MD/DO, NP or PA's? The same question for SAC?

**Answer:** SCC – There are two part-time MD's, two full-time staff, five part-time RN's and two Psychologists.

**Answer:** SAC – There is one part-time MD, nine full-time staff (Psychologist and Medical staff) and eight part-time staff (RN's and Health Educator)

15. **Question:** If Pricing of the software is by Concurrent User, where concurrent user count is defined as the highest average number of users accessing the system at the same time during the month, then:

- For SCC, How many Concurrent Users are there for Medical?
- For SCC, How many Concurrent Users are there for Mental Health?
- For SAC, How many Concurrent Users are there for Medical?
- For SAC, How many Concurrent Users are there for Mental Health?

**Answer:** At SCC there are five concurrent users for Medical and three concurrent users for Mental Health. At SAC there are seven concurrent users for Medical and nine concurrent users for Mental Health.

16. **Question:** Currently the Medical and Mental Health clinics use different systems; does this mean that for both SCC and SAC that the Medical and Mental Health clinics operate totally separately and do not share chart information?

**Answer:** Yes, they do not share.

17. **Question:** Under the new system, will Medical and Mental Health operate together and share some/all of the chart information across clinics?

**Answer:** No.

18. **Question:** Will there be other ‘clinics’ using the new system besides Medical and Mental Health? (examples; Employee (Faculty/Staff) Clinic, women’s health, disability services, sports medicine, inpatient, etc.) If so, how many Concurrent Users for each additional clinic at both SCC and SAC?

**Answer:** No.

19. **Question:** The RFP requests an inventory interface/connection with Pharmedix or another Medication Dispensing solution. The standard Medication Prescription solution with the Pharmedix Inventory connection allows for printing and e-faxing of prescriptions. **Is RSCCD interested in electronic prescribing and electronic prescribing of controlled substances (EPCS)?** If so, what is the number of Full Time and Part Time Providers who will require ePrescribing, where Part Time is defined as <17 Hours/Week?

**Answer:** No. We are not interested in electronic prescribing of controlled substances at this time.

20. **Question:** How many of the prescribing providers will need to prescribe controlled substances?

**Answer:** No controlled substances are prescribed at this time.

21. **Question:** What is the monthly volume of lab orders sent to Quest?

**Answer:** SCC is 60 and SAC is 70

22. **Question:** Is a Radiology interface desired? If so, what company/vendor?

**Answer:** No Radiological interface will be needed.

23. **Question:** Is a bi-directional ‘data transfer’ desired for the “Student Interface with DataTel Registration”

**Answer:** No, a single one-way flat file extract from Colleague is made available for upload to MedPro.

24. **Question:** What is the system used for the “Employee Interface Registration”, and what data?

**Answer:** All Colleague data is provided by aforementioned flat file. No additional registration required.

25. **Question:** What is the system used for the “Accounts Receivable Interface”? What data needs to be included in the interface?

**Answer:** Colleague exclusively. Accounts receivable system is utilized to tell us who is delinquent in payment for any service on campus. Non-payment of any campus fee constitutes a hold for student service. We need to have this “non-payment” status as part of our initial registration any student who has unpaid fees will be required to reconcile their monies owed prior to service.

26. **Question:** What is the system used for the “Maxient Incident Reporting Interface”?

**Answer:** This is a standalone interface.

27. **Question:** What data needs to be included in the interface and relayed from the EHR system to Maxient?

**Answer:** Possible Title IX Sexual Assault reporting data from chart may need to be included. Any information will require permissions from client and the medical provider.

28. **Question:** How is the Bursar Interface different from the “Student Interface with Datatel Registration”?

**Answer:** Colleague exclusively.

29. **Question:** The “Student Health 101 Interface” is typically set up as a standard ‘link’ in the patient portal allowing students to ‘launch’ directly into Student Health 101. Please describe any additional functionality needed with the “Student Health 101 Interface”.

**Answer:** We are not currently live with Student Health 101 but may go live in the near future.

30. **Question:** The RFP indicates there are 4,000 annual patient visits at SCC and 7,000 at SAC. What percentage of those are filed with CA Family PACT Program?

**Answer:** SCC 400 and SAC 1000.

31. **Question:** Are there other third party insurance carriers that you would want to file insurance claims to? If so, what is the annual claim volume to those combined carriers?

**Answer:** No.

32. **Question:** What is the annual claim volume to California’s Family PACT Program?

**Answer:** SCC 400 and SAC 1000

33. **Question:** Is there a separate SHIP (Student Health Insurance Program) outside of the CA Family PACT Program?

**Answer:** No

34. **Question:** Item # 2.4 under Section IV Requirements lists that the “Bidder is required to submit a copy of its annual Department of Education compliance exam”. Would you describe what this is and how it applies to PM/EMR vendors with regard to serving colleges and universities?

**Answer:** Page 5 of 25, under Section IV, Requirements, item #2.4, remove sentence that reads: “Bidder is required to submit a copy of its annual Department of Education compliance exam”.

35. **Question:** On page 4 of 25, under Section III, Scope of Service, item #1.6, 1.7 & 1.8, what are the details on what data elements will be integrated?

**Answer:** Item #1.6 – A single one-way flat file extract from Colleague is made available for upload to MedPro.

**Answer:** Item #1.7 – We are interested in the ability to generate monthly invoices for Medi-Cal.

**Answer:** Item #1.8 - Currently we order our Pharmedix via phone. We would like the capability to order and control inventory over the internet.

36. **Question:** Is the excel sheet just a worksheet to assist in completing the Section VIII Price Form in the RFP proper? Or, do you expect to have the excel worksheet completed and returned with the RFP response?

**Answer:** The excel worksheet serves as the RFP Price Form and should be completed, signed and submitted with the Bidder's RFP response.

37. **Clarification:** Datatel was the name of the company with Colleague as the name of the software. It is now under a new name known as Ellucian-Colleague. Ellucian is the name of the company and Colleague as the software.

38. **Replace the RFP Price Form pages 15 through 20 with the attached REVISED RFP Price Form.**

**END OF ADDENDUM NO. 1**

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Bidder shall acknowledge receipt of this Addendum by signing below and returning with your proposal. Failure to acknowledge receipt of this Addendum may result in the disqualification of your proposal.

Bidder: \_\_\_\_\_

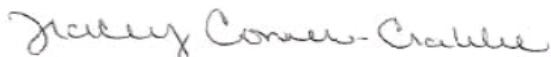
Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT



Tracey Conner-Crabbe  
Director of Purchasing Services