

VIA EMAIL

DATE: March 7, 2014
TO: Prospective Proposers
FROM: Maureen Crystal
Director of Contracts
RE: Request for Proposal (RFP) No. Q14-10
Type of Service: Clinical Documentation Improvement (CDI)

Addendum No. 1

RFP Q14-10 is hereby amended. The RFP is amended only as set forth in this Addendum No. 1, consisting of two (3) pages (*Word/Excel Versions of bid not included in this number*), including this cover page. All other terms and conditions of the RFP dated March 3, 2014 remain in full force and effect.

On the subsequent page hereof, please find both the balance of the inquiries that were properly submitted by "Vendors" in connection with the RFP and SUNY-Downstate's responses thereto.

Immediately upon receiving this Addendum No. 1, please acknowledge such receipt by providing the information requested below and returning this page only via email to Maureen.Crystal@downstate.edu or fax at 718-270-3342

Vendor's Name

Contact Person

Date

Addendum 1:

Questions & Responses for RFP Q14-10 Clinical Documentation Improvement (CDI)

1. Can the proposal due date be extend?

Response: Unfortunately, the due date cannot be extended.

2. Can a word version of the proposal be sent to prospective vendors?

Response: Available upon request; send eMail to Maureen.crystal@downstate.edu

3. The link to open the excel is not working (below) can we get a copy of this?

Response: Available upon request; send eMail to Maureen.crystal@downstate.edu

4. Why are you all only asking for an assessment with implementation? Our most successful client continue for follow ups, monitoring post the implementation - are you all interested in this?

Response: While the RFP only includes an assessment and implementation, Downstate would be open to suggestions from the vendor for ongoing follow-ups and monitoring. However, these additional items would not be a part of this RFP process and would require a separate contracting process.

5. How do you all plan to track the concurrent queries the CDI team sends to the physicians?

Response: The Navigant CDI Monitor product is currently being used to track concurrent queries.

6. Interim staffing - I assume you will want the person on site Mon-Friday?

Response: Yes.

7. We Downstate only accept the lowest bid ?

Response: This procurement is a Request for Proposal, which means we will award based on best value. Cost will be a component of best value.

8. Is interim staffing with a partner acceptable?

Response: Interim staffing with a partner is acceptable provided the partner's staffing resources are experienced and capable of performing the work required.

9. How many CDI will you be hiring?

Response: With current inpatient volume, it is estimated that an additional two staffing resources would be hired (for a total of 4 FTEs). However, part of Downstate's expectations from the selected vendor is to receive recommendations on staffing once the consulting implementation phase has been completed.