



John R. Kasich, Governor
John B. McCarthy, Director

September 21, 2016

Dear Vendor:

This letter is to announce the release of this Request for Information (RFI), ODMR-1617-1018, to successfully determine the availability of vendors capable of providing exception reviews of the Minimum Data Set (MDS) assessments of nursing facilities residents. ODM has updated the Resource Utilization Grouper (RUG) from RUGS III to RUGS IV effective July 1, 2016. As a result of the new methodology, all nursing facilities were required to convert their software to the new grouper. In order to ensure the accuracy both financially and clinically of this transition, ODM requires exception reviews of nursing facility MDS assessments to be performed on a statewide basis. Responses must clearly describe the vendor's experience in providing these type of services as described in this RFI.

If you are interested in submitting a response for this important project, please obtain the RFI through ODM's Web Page at: www.medicaid.ohio.gov, and following these instructions:

- * Under the Resources tab
- * Go Down to Legal and Contracts
- * Select RFPs in the drop-down menu
- * Click the Link to the actual RFI

If you experience problems opening the above referenced ODM URL, please contact the ODM Office of Contracts and Procurement at the following telephone number: (614) 752-5284.

Again, responses must be prepared and submitted in strict accordance with the requirements and time frames given in the RFI. Thank you for your attention to this request.

Sincerely,

//SIGNATURE ON FILE//

Jessica Gaston Mathews, Esq.
Senior Legal Counsel
Office of Contracts and Procurement

JGM/dls

Request for Information (RFI) ODMR-1617-1018

Minimum Data Set (MDS) Exception Reviews and Risk Assessment

Section I – General Information and Background

The Ohio Department of Medicaid (ODM) releases this Request for Information (RFI) to determine the availability of vendors capable of providing exception reviews of the Minimum Data Set (MDS) assessments of nursing facilities residents. ODM has updated the Resource Utilization Grouper (RUG) from RUGS III to RUGS IV effective July 1, 2016. As a result of the new methodology, all nursing facilities were required to convert their software to the new grouper. In order to ensure the accuracy both financially and clinically of this transition, ODM requires exception reviews of nursing facility MDS assessments to be performed on a statewide basis.

Respondents will be expected to utilize MDS analytical software that will also be made available to ODM staff, thereby enabling ODM to independently identify inconsistencies in nursing facility submitted data and develop risk models. ODM would perceive a conflict of interest if vendor provides same or similar services to nursing facility providers. It is expected the MDS exception review process would include MDS-trained clinical staff to evaluate risk factors such as: 1) Clinical inconsistencies, 2) RUG distribution outliers; 3) Significant quarterly Case Mix Index (CMI) changes; 4) Presence of specified software issues by State and Nursing facility providers; 5) RUG data fields; 6) Centers for Medicare and Medicaid Services (CMS) Quality Measures; 7) statewide data comparisons; rehabilitation levels; and 8) results of prior MDS reviews and other risk factors.

Section II - Content of Response

Respondents must specify and describe their experience in providing the following services:

1. A clinical staff and an engagement team for statewide onsite MDS reviews (see below narrative);
2. Electronic MDS assessment review analysis to perform verification and validation in accordance with federal and state regulations and CMS' Resident Assessment Instrument (RAI) manual. The review tool should have ability to develop selection and targeting criteria;
3. Financial and clinical recommendations for ongoing MDS desk review models to mitigate risk;
4. Clinical review of the Ohio Administrative Code (OAC) rules for case mix, specifically OAC 5160-3-43.4 "exception review process"; and
5. Develop reporting to incorporate reviews into quarterly scores.

Clinical Staff and Engagement Team

Respondents must verify that they are able to provide onsite reviews of MDS assessments by providing their own clinical team. Respondents must verify that they do not provide the same or similar services to nursing facility providers in Ohio. The MDS-trained clinical staff and engagement team should have at

least ten (10) years of experience as a registered nurse and three (3) to five (5) years of experience working in a long term care setting. This team and their MDS exception review system should be able to securely store, manage and process all MDS data and the team should perform all aspects of the review including the entrance conference, onsite clinic reviews, report of findings and the exit conference in accordance with ODM rules and CMS security requirements. This work includes, but is not limited to, clinical validation of the resident and corresponding MDS assessment, tracking and monitoring any unsupported MDS RUG data fields, determining the impact on CMIs based on MDS records that are reclassified to include review findings, other management reporting functionality, recommendations of risk mitigation and support ODM in the review process and any hearings or disputes that may arise.

Note: Vendors are to include no pricing information in their response.

Section III – RFI PROCESS INFORMATION

Respondents should note that no contract will be awarded pursuant to this RFI and that responding to, or not responding to, this RFI will neither increase nor decrease any respondent's chance of being awarded a contract from a subsequent solicitation by ODM. Please be advised as well that the contents of your response will be considered public information and will be made available upon request by interested parties.

Interested Parties may ask clarifying questions regarding this RFI. To ask a question, Interested Parties must use the following Internet process:

- * **Access the Ohio Department of Medicaid Web Page at: www.medicaid.ohio.gov**
- * **Under the Resources tab**
- * **Go Down to Legal and Contracts**
- * **Select RFPs in the pop-up menu**
- * **Click the Link to the actual RFI**
- * **Select "Submit Inquiry" near the bottom of the web page**
- * **Follow instructions for submitting questions; or, to view posted questions and answers, select "View Q and A" near the bottom of the Web Page.**

Questions about this RFI must reference the relevant part of this RFI, the heading for the provision under question, and the page number of the RFI where the provision can be found. The Interested Party must also include the name of a representative of the Interested Party, the company name and business phone number. ODM may, at its option, disregard any questions which do not appropriately reference an RFI provision or location, or which do not include identification for the originator of the question. ODM will not respond to any questions submitted after **8:00 a.m.** on the date the Q&A period closes.

The answers provided by ODM may be accessed by following the instructions above.

ODM responses to all questions asked via the Internet will be posted on the Internet website dedicated to this RFI, for reference by all Interested Parties. Interested Parties questions shall only be answered inside this forum. Clarifying questions asked and ODM responses to them comprise the "ODM Q&A Document" for this RFI. ODM reserves the right to determine when to post (i.e., as received or after the closing of the Q&A period) official answers to vendor questions.

Vendor proposals in response to this RFI are to take into account any information communicated by ODM in the Final Q&A Document for the RFI. It is the responsibility of all Interested Parties to check this site for responses to questions, as well as for any amendments or other pertinent information regarding this RFI.

Anticipated Timetable

| DATE | EVENT/ACTIVITY |
|--------------------|--|
| September 21, 2016 | ODM releases the RFI to the Vendor Community on the internet: Q&A period opens -RFI becomes active -Interested Parties may submit inquiries. |
| October 5, 2016 | Q&A period closes; 8 a.m. (for inquiries for RFI clarification) -No further inquiries will be accepted -ODM will provide answers to the inquiries as they come in that will make up the Final Q&A Document |
| October 26, 2016 | Deadline for Interested Parties to submit responses to ODM (3 p.m.) |
| TBD | Interested Party interviews (at ODM discretion) |

Section IV - Trade Secrets Prohibition; Public Information Disclaimer

Vendors are prohibited from including any trade secret information, as defined in ORC section 1333.61, in their proposals in responses to any procurement efforts. ODM shall consider all proposals or similar responses voluntarily submitted to any ODM procurement document to be free of trade secrets, and such proposals if opened by ODM will, in their entirety, be made a part of the public record, and shall become the property of ODM.

Any proposal(s) received in response to any procurement effort and opened and reviewed by ODM are deemed to be public records pursuant to ORC § 149.43. For purposes of this Section, the term “proposal” shall mean all documentation submitted by vendors/applicants including any attachments, addenda, appendices, or sample products.

Section V - Submission

ODM requests submissions in electronic format and e-mailed to ODM_Procurement@medicaid.ohio.gov. The vendor’s total submission must be received by OCP no later than **3:00 p.m.** on **October 26, 2016**. No other method of submission will be accepted. Vendors will receive a confirmation from OCP within one business day of receipt of response.

Please convert the entire submission into one single .pdf document attached to the e-mail. If the submission’s size necessitates more than a single .pdf document to contain the entire response, please use the fewest separate .pdf documents possible.

All submissions must be received by OCP by the specified deadline. Materials received after the deadline will not be added to any previously received submissions. Submissions must contain the organization’s name, the RFI title and number, and the submission date. The electronic copy will be used by ODM for archiving and Public Records Requests. OCP will accept submissions at any time prior to the posted submission deadline (date and time). ODM is not responsible for submissions incorrectly addressed or sent to any email other than the address specified above.

Thank you for your interest in this project.