



Agenda Date: 8/9/2005
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Actions regarding ECHO Management Group

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements with ECHO Management Group for software maintenance support:

1. Amendment No. 3 to Agreement No. 4322 increasing the amount by \$500 for a new maximum of \$21,568, updating the description of services to include Data Junction Lite for HIPAA compliance, and updating federal health care program compliance requirements; and
2. Business Associate Agreement setting forth the terms and conditions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule.

EXECUTIVE SUMMARY

ECHO software is the Health and Human Services Agency's electronic health record data system and electronic billing system for the Mental Health and Substance Abuse Services Programs. The amendment increases the maximum compensation to reflect software support for this product and updates the description of services to include "Data Junction Lite," which enables HHS to bill for Medicare, Short/Doyle Medi-Cal and Drug Medi-Cal services in compliance with the HIPAA Transaction and Code Sets Rule. The amendment also updates federal health care program compliance requirements.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Behavioral Health
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	This agreement is necessary to ensure that adequate service, support and maintenance are available to staff for the County's electronic health record and billing system. The ECHO system is used not only to track and record clinical data for the County's Substance Abuse and Mental Health Programs, but also is used to generate HIPAA compliant billing claims to Medicare, Short-Doyle Medi-Cal, and Drug Medi-Cal.
Is the general fund affected?	Yes
Future fiscal impact:	Although the agreement terminates June 30, 2006, the agreement contains an automatic renewal, which allows the County to continue these services into the next fiscal year.
Consequences if not approved:	If HHSa encounters failures in the ECHO software and does not have the adequate support or service necessary to make repairs, updates or corrections, HHSa would be unable to track client services nor submit billing data in a timely manner, which could result in billing errors and/or a loss of revenue.
Additional Information:	None

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

In March 1999 the Board approved the initial agreement with ECHO Management Group for the installation of a new HHSa billing and tracking system.

ECHO provides software system service, support, maintenance, and updates as needed. Continuance of this maintenance and support agreement is essential to ensure that HHSa has the required tools to track clinical data for County clients accurately, prevent billing errors, guard client Protected Health Information (PHI), and submit timely and appropriate billing data to State and Federal health care programs for reimbursement. This agreement is being amended to incorporate the updated HIPAA Transaction and Code Sets Rule into the description of services. The increase in compensation will provide for software maintenance of this new service.

This item also includes a Business Associate Agreement setting forth the Health Insurance Accountability and Portability Act of 1996 (HIPAA) regulations to which the contractor is subject. This agreement provides the County with assurances that the contractor will comply with any and all HIPAA requirements.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Megan Condon