

Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell, MD
Acting Commissioner

16482

DATE: December 29, 2010

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, MD
Acting Commissioner, Department of Social Services

SUBJECT: Authority to amend an agreement with Westchester Institute for Human Development for the continuation of the Health Care Coordination Program by modifying the scope of service to collect and enter health care-related data in the New York State information system CONNECTIONS for all children in foster care, extending the end date of the agreement from December 31, 2010 to April 30, 2011, and increasing the total aggregate not-to-exceed amount by an additional \$5,363 from \$336,165 to \$341,528 to be paid monthly pursuant to an approved budget and subject to appropriation, to cover the cost associated with the services to be provided during the extended term

By Resolution adopted by your Honorable Board on October 22, 2009, the County of Westchester (the "County") was authorized to enter into an agreement with Westchester Institute for Human Development ("WIHD") for the provision of a Health Care Coordination Program for children in foster care, for the period January 1, 2010 through December 31, 2010, in an amount not to exceed \$336,165. An agreement (DSS630-10) was subsequently executed.

An RFP to provide pediatric medical services was issued in Fall/Winter 2010. A part of the scope of service for the new pediatric medical services contract is supporting the Department to meet the data collection and entry requirements of the health care module in the New York State information system, CONNECTIONS, for all children in foster care. In the next several months, the selected vendor of the RFP will transition to assume the new responsibilities. To guarantee the Department's compliance with New York State regulations and the provision of these services until the selected provider is fully prepared, authority is now requested to amend the agreement with WIHD by modifying the scope of service to collect and enter health care-related data in CONNECTIONS for all children in foster care, extending the end date from December 31, 2010 to April 30, 2011, and increasing the not-to-exceed amount by \$5,363 from a total not-to-exceed amount of \$336,165 to a new total not-to-exceed amount of \$341,528 to be paid monthly, to cover the costs associated with the services to be provided during the extended term.

The public purpose of this program is to ensure that children in foster care receive all medical, mental health, developmental and other services to meet their individual needs for health and well-being and that the health information is accumulated in one record that would be available to the children themselves, their foster parents, their adoptive parents and their birth parents.

The goals and objectives of this program are:

- to ensure that all children in foster care receive all health related services mandated by the NYS OCFS standards as well as all other health services required by their health status
- to provide support to DSS in meeting the data collection and entry requirements of the health care module in CONNECTIONS (the NYS information system) for all children in foster care
- to open and update all health records in CONNECTIONS for children in family foster care

The goals and objectives are in the best interests of the County in terms of health and safety as well as fiscal responsibility. The goals and objectives are aimed at improving the effectiveness and efficiency of the services provided through the Department to the targeted population. The electronic health record follows the child as he/she navigates the various stages of the foster care system as well as upon discharge, thus ensuring a seamless flow of information. This ensures that the foster parents, biological parents and other caretakers have appropriate health related guidance for the children in their care. This also ensures that children aging out of the child welfare system have continued access to their personal health information as well as advice on any continuing health issues identified during their time in foster care. WIHD staff is also responsible for the entry of appropriate and pertinent information into the State information system CONNECTIONS, thus playing an important role in helping DSS meet State mandates by maintaining current health records and avoiding state penalties. The cost savings will come from having the necessary information entered into CONNECTIONS timely and avoiding both state and federal sanctions related to AFCARS (federally required data elements track through CONNECTIONS).

The goals and objectives will be monitored using the performance measurement indicators developed by the Department and approved by the County Budget Office. The vendor will submit monthly statistics and quarterly performance reports in the format approved by the Department. The program office will be responsible for reviewing performance reports, meeting with the vendor on a regular basis and making site visits.

Based on the **Performance Measures Indicators** reported as of November 30, 2010, the Department is able to report that WIHD completed 99% of data entries in CONNECTIONS within five business days of receiving medical information and 98% of data entries within 30 days of children's placement in foster care.

Except as specifically amended hereby, all other terms and conditions of the original agreement shall remain in force and effect.

This program is exempt from the Westchester County Procurement Policy pursuant to section 3(a) viii which exempts contracts for medical or health-related services.

Approval of the annexed resolution by your Honorable Board is respectfully requested.

RESOLUTION

Upon a communication from the Acting Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to amend an agreement with Westchester Institute for Human Development for the continuation of the Health Care Coordination Program by modifying the scope of service to collect and enter health care-related data in the New York State information system CONNECTIONS for all children in foster care, by extending the end date of the agreement from December 31, 2010 to April 30, 2011, and by increasing the total aggregate not-to-exceed amount by an additional \$5,363 from \$336,165 to \$341,528 to be paid monthly pursuant to an approved budget and subject to appropriation, to cover the cost associated with the services to be provided during the extended term; and be it further

RESOLVED, that that this contract is subject to County Appropriation; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the original agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and to take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Original Contract Amount: \$336,165
This Amendment: \$ **5,363**
 Total: \$341,528

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5960	-----	\$5,363

Budget Funding Year(s): 2011
 (must match resolution)

Start Date: 12/31/10

End Date: 04/30/2011

Funding Source

Tax Dollars: 41%

State Aid: 36%

\$5,363

Federal Aid: 23%

(must match resolution)

Other: