



Robert P. Astorino  
County Executive

Department of Social Services

Kevin McGuire  
Commissioner

**29537**

DATE: September 26, 2012

TO: Board of Acquisition and Contract

FROM: Kevin McGuire  
Commissioner, Department of Social Services

RE: Resolution authorizing the County of Westchester to enter into an agreement with Sound Shore Health System, Inc. ("Sound Shore") wherein the County shall assign County employees to accept and process Medicaid applications on-site for persons seeking medical assistance from Sound Shore for the period October 15, 2012 through October 14, 2013

Authority is requested to enter into an agreement with the Sound Shore Health System, Inc. ("Sound Shore") wherein the County shall assign County employees to accept and process Medicaid applications on-site for persons seeking medical assistance from Sound Shore, for the period October 15, 2012 through October 14, 2013. Pursuant to the agreement, the County shall assign for employment, on the premises of Sound Shore, two (2) Eligibility Examiners IIs (grade IX) or other qualified persons (the "Employees"), who shall accept and process Medicaid applications for persons seeking medical assistance from Sound Shore. The County receives partial reimbursement of the cost of the Employees from the Federal and State governments. As consideration for the assignment by the County of the Employees to the premises of Sound Shore, Sound Shore shall pay to the County monthly a sum equal to the unreimbursed salary and fringe benefit costs of the Employees. The estimated total cost to provide this service is \$224,000 of which Sound Shore's portion shall be \$40,320 (18% of the total cost).

The services provided pursuant to the proposed agreement serve a **public purpose** by providing on-site access to Medicaid benefits for qualified persons seeking Medical assistance from Sound Shore. This service maximizes Medicaid utilization for the hospital. Also, indigent patients at Sound Shore may be eligible to apply for free or reduced cost care, but not until they have applied for and been denied Medicaid. Having an eligibility worker on-site minimizes any delay in this process.

The **goals and objectives** of this agreement are to provide on-site assistance to persons who apply for Medicaid at Sound Shore Health System, Inc. This is accomplished

through the employment of capable and experienced County employees responsible for accepting and processing Medicaid applications.

The **goals and objectives are in the best interests of the County regarding Public Health** as they are aimed at providing quality service and expediting the application process for Westchester County Medicaid applicants which in turn enables Sound Shore Hospital staff to provide effective and efficient medical assistance in a timely manner to needy persons.

Further, the goals and objectives are in the **best interests of the County regarding fiscal responsibility** as the salaries of the County employees are reimbursed through Federal, State and Agency (Sound Shore Health Systems, Inc.) resulting in no cost to the County of Westchester.

The **goals and objectives are tracked and monitored** through the Department's Medicaid Program Office. The Program Office evaluates the success or failure of the program by using measures such as the number of Medicaid applications accepted and processed and the level of accuracy and efficiency achieved by this program. In addition, the Department's Finance Office keeps track of all reimbursement payments made by the hospital. This contract is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) viii.

The **Department is able to report** that in 2011-12, the on-site eligibility examiners at Sound Shore Health System, Inc. processed 638 Medicaid applications. Of that number, 498 (78%) were deemed eligible for Medicaid. All applications were processed within 45 days or less.

Accordingly, the County of Westchester is seeking permission to enter into an agreement with Sound Shore Health System, Inc. ("Sound Shore").

Your Honorable Board's approval of the annexed Resolution is most respectfully requested.

## RESOLUTION

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

**RESOLVED**, that the County of Westchester is authorized to enter into an agreement with the Sound Shore Health System, Inc. ("Sound Shore") wherein the County shall assign County employees to accept and process Medicaid applications on-site for persons seeking medical assistance from Sound Shore for the period October 15, 2012 through October 14, 2013; and be it further

**RESOLVED**, that Sound Shore shall pay to the County monthly a sum equal to the unreimbursed salary and fringe benefit costs of the County employees and the total estimated cost for providing this service is \$224,000 of which Sound Shore's portion shall be \$40,320 (18% of the total cost); and be it further

**RESOLVED**, that this Agreement 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 releases(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 the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	642M	9853	T642	\$112,000
263	22	642M	9854	T642	\$ 71,680
263	22	642M	9856	T642	\$ 40,320

Budget Funding Year(s): 2012-2013    Start Date: 10/15/12    End Date: 10/14/13  
(must match resolution)

Funding Source

\$224,000

(must match resolution)

Tax Dollars    -0-  
State Aid: 32%  
Federal Aid: 50%  
Other: 18% (Sound Shore Health System, Inc.)

APPROVED BOARD OF ACQUISITION & CONTRACT 11/15/2012 - JOMAR VIEIRA, SECRETARY