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DATE: November 19, 2015

TO: Board of Acquisition and Contract

FROM: Sherlita Amler, MD
Commissioner of Health

RE: Authorization to Enter into an Agreement with Registered Pharmacist for Hire, PC to Provide Professional Services for the Westchester County Department of Health's Pharmacy Operations That Serve Its District Office Sexually Transmitted Disease (STD) and Tuberculosis (TB) Clinics, for the Period January 1, 2016 through December 31, 2016, in the Not-To-Exceed Amount of \$70,000, to be paid at the stated contract rates

The Westchester County Department of Health ("WCDH") seeks authorization to enter into an agreement with Registered Pharmacist for Hire, PC to provide professional services for the WCDH's pharmacy operations which support our District Office Sexually Transmitted Disease (STD) and Tuberculosis (TB) clinic programs, for the period January 1, 2016 through December 31, 2016, in the not-to-exceed amount of \$70,000, to be paid at the stated contract rates.

Under the terms of the agreement, Registered Pharmacist for Hire, PC ("RPH") will provide to the WCDH as per current NYS Board of Pharmacy regulations, a NYS licensed and currently registered supervising pharmacist, NYS licensed and currently registered pharmacist(s) and pharmacy technician(s) who will provide all necessary services required to fill patient prescriptions and repack medications both in liquid and pill form, that are dispensed in the district office clinics; continue to assist with the implementation and refinement of a web-based electronic health record system, which includes an integrated pharmacy system for district office-based medical providers to order medications and electronically send prescriptions for dispensing by the pharmacy. The use of this electronic health record system, which began in the spring of 2012, requires a record created for every patient to capture all clinician medical notes and prescription activity that are required by law and Article 28 regulations. This allows for improved quality assurance and management for overall district office operations and patient health and safety.

The contract not-to-exceed amount includes additional supervisory pharmacist and pharmacy technician hours in the event the WCDH pharmacy will be moved in 2016 from 145 Huguenot Street in New Rochelle to the White Plains District Office at 134 Court Street. The additional hours will be only be expended as needed for RPH's participation in the planning, preparation and implementation of the pharmacy relocation plan.

RPH is also responsible for providing professional input and guidance to the web-based electronic health record software vendor and implementation team to ensure that the WCDH's pharmacy system meets and complies with NYSDOH and FDA regulatory requirements for dispensing, tracking and managing pharmaceuticals and potential medication recalls, managing inventory and ordering and repackaging of bulk supplies of pharmaceuticals. This is consistent with RPH's goals to manage and contain the WCDH's overall costs of maintaining and operating its pharmacy operations.

RPH supervising pharmacist, pharmacist and pharmacy technicians also continue to work with the implementation team and software vendor on the web-based integrated electronic medical record and pharmacy system to customize solutions and options based on the unique needs of the WCDH clinics, functions and patient-specific needs, while maintaining compliance with state and federal regulations. For example, due to a recent prescription filling policy change which has reduced the medication amount per refill, the number of prescription refills for each patient has increased. This increased activity also requires additional clinic patient data and prescription dispensing updates into the electronic health record system, as well as updates to the system for ordering and tracking inventory for laboratory supplies.

This is in addition to dispensing medications, both maintenance and dosage changes, addressing an increase in requests for expedited delivery of prescriptions ordered by TB clinic medical providers, formulating compound or liquid dosage form of any medication and other pharmaceuticals to meet patient-specific and other operational needs.

This contract will promote the public health and general welfare of County residents by providing the required supervision of WCDH's pharmacy operations in order to ensure compliance with state regulations regarding the repackaging and correct dispensing of patient-specific medications. In lieu of having personnel to perform these services, RPH provides these services to the WCDH on an as-needed basis. The goal is to ensure that WCDH patients who are being treated and monitored for critical communicable diseases, such as STDs and TB, receive their prescriptions in accordance with proper clinical and treatment regimens. The objective is to minimize the public health risk by providing pharmacological intervention to these patients and improve their overall well-being.

This program will be tracked and monitored by WCDH's clinician monthly reviews of medications dispensed and accuracy for orders by requesting clinics, ongoing assessment of other contracted pharmacy operations and data collection through the electronic medical record system. In addition, pharmacy operations staff and clinicians will meet semi-annually to review and update the medication formulary and dispensing protocols. On an annual basis, approximately 7,500 prescription medications are repackaged and labeled for patients treated in the district offices.

This contract is exempt from the Westchester County Procurement Policy under Section 3 (a) (viii) - contracts for medical or health-related services.

Approval of the attached resolution is respectfully requested.

Attachment

