

STATE OF ARKANSAS Department of Human Services

Office of Procurement For Division of Aging, Adult and Behavioral Health Services Division of Developmental Disabilities Services Division of Medical Services West 7th and Main Street Little Rock, Arkansas 72201

# FINAL TECHNICAL PROPOSAL PACKET 0710-19-1001

**Prior Authorizations and Retrospective Reviews** 

### **CAUTION TO VENDOR**

Vendor's failure to submit required items and/or information as specified in the *Bid Solicitation Document* **shall** result in disqualification.

#### STATE OF ARKANSAS PROPOSAL SIGNATURE PAGE

Type or Print the following information

	PE	ROSPECTIVE CONTR	ACTOR'S INFOR	NOITAM		
Company:	eQHealth Solut	ing the provident states of the second states of the second states of the second states of the second states of			2018년 1월 1월 1월 1월 19 19	
Address:		son Hwy. Suite 101				
City:		son nwy. Suite for	State:	LA	Zip Code:	70809
Business	Baton Rouge	Sole Pro			Public Serv	
Designation	□ Partnership	□ Corporati	÷		X Nonprofit	
Minority and Women- Owned	X Not Applicable □ African American	<ul> <li>☐ American Indian</li> <li>☐ Hispanic American</li> </ul>	□ Asian Americ □ Pacific Island		□ Service Dis □ Women-Ow	
Designation*	AR Certification #:		* See Min	ority and Wo	men-Owned Bus	iness Policy
		PECTIVE CONTRACT contact information to be us				
Contact Person:	Mayur Yermane	eni	Title:	Chief	Strategy and G	rowth Officer
Phone:	1-225-248-7021	1	Alternate Phone:	1-513	1-513-295-2490	
Email:	myermaneni@	eqhs.org				
		CONFIRMATION O	F REDACTED C	OPY	They Bud You	
□ NO, a redacte will be releas Note: If a redac box is che	ed copy of submission ed if requested. ted copy of the submis ecked, a copy of the no se to any request made	n documents is enclosed. documents is <u>not</u> enclosed. ssion documents is not provi on-redacted documents, with e under the Arkansas Freed	ided with Prospective In the exception of fina	Contractor	s response pack other than pricing	et, and neither ), will be released
		ILLEGAL IMMIGRA	NT CONFIRMAT			
contract with ille		to this <i>Bid Solicitation</i> , a Pro cted, the Prospective Contra of a contract.				
	ISR	AEL BOYCOTT REST	RICTION CONFI	RMATION		
	box below, a Prospect ring the aggregate terr	ive Contractor agrees and c n of the contract.	certifies that they do r	not boycott Is	rael, and if selec	ted, will not
	ontractor does not an	d will not boycott Israel.				

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Authorized Signature:

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A.	. /	N	-1-	2
Use Ink Only.	/		10 CE 11	

C3) protiel Title:

Printed/Typed Name: Glen Golemi

Date: August 10, 2018

### **SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE**

- Any requested exceptions to items in this section which are <u>NON-mandatory</u> must be declared below or as an attachment to this
  page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item
  number to which the exception applies.
- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

eQHealth does not request any exceptions.

Vendor Name:	eQHealth Solutions, Inc.	Date:	August 10, 2018
Signature:	A. A. formi	Title: 5	President and CED
Printed Name:	Glen Golemi		

### **SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE**

- Any requested exceptions to items in this section which are <u>NON-mandatory</u> must be declared below or as an attachment to this
  page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item
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eQHealth does not request any exceptions.

Vendor Name:	eQHealth Solutions, inc.		Date:	August 10, 2018
Signature:	A. A.	mi	Title:	President and CEO
Printed Name:	Glen Golemi			

### **SECTIONS 3, 4, 5 - VENDOR AGREEMENT AND COMPLIANCE**

• Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

eQHealth agrees to fully comply with all requirements as shown in the solicitation.

Vendor Name:	eQHealth Solutions, Inc.	Date:	August 10, 2018
Signature:	Att the	Title:	President and CEO
Printed Name:	Glen Golemi		

### **PROPOSED SUBCONTRACTORS FORM**

Do not include additional information relating to subcontractors on this form or as an attachment to this form.

### VENDOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP
		0

#### ☑ VENDOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORMSERVICES.

By signature below, vendor agrees to and **shall** fully comply with all Requirements related to subcontractors as shown in the bid solicitation.

	. / ,	
Vendor Name:	eQHealth Solutions, Inc Date:	August 10, 2018
Signature:	The Total Title:	President and CEO
Printed Name:	Glen Golera	

#### Information for Evaluation Sub-Sections

Provide a response to each item/question in this section. Vendor may expand the space under each item/question to provide a complete response. Maximum Do not include additional information if not pertinent to the itemized request. **RAW Score Available Background & Qualifications** E.1 Provide a detailed narrative on past experience implementing similar IT 5 points buildouts along with corroborating references. Project Organization, Staffing and Key Personnel E.2 Provide an Organization chart showing proposed staffing, including experience, education level, for each function. This should also identify "core 5 points staff' who will be housed in Arkansas office Technical Solutions and Scope of Work 5 points Describe your Notifications, due process and reconsideration, data E.3 corrections and maintenance plans of action. E.4 Describe fully your proposed Implementation Timeline (note: See section 2.21 5 points in Final RFP) 5 points E.5 Provide your proposed Provider Training 5 points E.6 Describe your proposed method of providing a Secure Portal - does bidder propose "off-the-shelf" or "from scratch" approach 5 points E.7 Describe your proposed Records Retention and Maintenance 5 points E.8 Describe your proposed plan of action to Transition of appeals functions from existing vendors **E.9** Describe your proposed complaint Resolution Process 5 points E.10 Describe your proposed Business Continuity and Recovery Plan 5 points E.11 Describe the various reports your proposal would include, give an example of 5 points Sample reporting, including trend reporting to identify outlier providers and other trends proposed by bidder and to inform DHS referrals for "desk reviews." 5 points **E.12** Describe your proposed complaint resolution process. E.13 Bidder with a current certification or accreditation from the National 5 points Committee for Quality Assurance (NCQA) or Utilization Review Accreditation and Certification (URAC) with a health utilization management designation.

#### State of Arkansas DEPARTMENT OF HUMAN SERVICES 700 South Main Street P.O. Box 1437 / Slot W345 Little Rock, AR 72203 501-682-6327

#### **ADDENDUM 1**

DATE: June 20, 2018 SUBJECT: 710-19-1001 Prior Authorization and Retrospective Reviews

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

Change of specification(s) \_\_\_\_\_\_ Additional specification(s) \_\_\_\_\_ Change of bid opening date and time \_\_\_\_\_ Cancellation of bid \_\_\_\_\_ Other

**BID OPENING DATE AND TIME** 

Bid opening date and time *will be changed*: August 17, 2018 at 11:00a.m.

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE DEPARTMENT OF HUMAN SERVICES.

If you have questions, please contact the buyer at chorsie.burns@dhs.arkansas.gov or 501-682-6327

Vendor Signature

August 10, 2018 Date

eQHealth Solutions, Inc Company

#### State of Arkansas DEPARTMENT OF HUMAN SERVICES 700 South Main Street P.O. Box 1437 / Slot W345 Little Rock, AR 72203 501-682-6327

#### ADDENDUM 2

**DATE:** June 26, 2018 **SUBJECT:** 710-19-1001 Prior Authorization and Retrospective Reviews

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

#### Change of specification(s)

X	Additional specification(s)
	Change of bid opening date and time
	Cancellation of bid
	Other

Correcting language in Section 2.2 Minimum Qualifications to include attachment I.

For verification purposes, bidder must provide an overview of prior work meeting this requirement, including scopes of work, review volumes (attachment I), contract amounts, and contact information for contract managers who can verify experience.

#### **BID OPENING DATE AND TIME**

Bid opening date and time will not be changed:

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE DEPARTMENT OF HUMAN SERVICES.

If you have questions, please contact the buyer at nawania.williams@dhs.arkansas.gov or 501-320-6511

Vendor Signature

August 10, 2018 Date

eQHealth Solutions, Inc. Company

### **SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE**

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Vendor Name:	eQHealth Solutions, Inc.	Date:	August 10, 2018
Signature:	A. A. formi	Title: 5	President and CED
Printed Name:	Glen Golemi		

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Printed Name:	Glen Golemi			

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Vendor Name:	eQHealth Solutions, Inc.	Date:	August 10, 2018
Signature:	Att the	Title:	President and CEO
Printed Name:	Glen Golemi		

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Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP
		0

#### ☑ VENDOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORMSERVICES.

By signature below, vendor agrees to and **shall** fully comply with all Requirements related to subcontractors as shown in the bid solicitation.

	. / ,	
Vendor Name:	eQHealth Solutions, Inc Date:	August 10, 2018
Signature:	The Total Title:	President and CEO
Printed Name:	Glen Golera	

#### CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.											
SUBCONTRACTOR: SUBCONTRACTOR NAME:						Contractor for which this is a subcontractor:					
						Estimated dollar amount of subcontract:				ntract:	
				10					ACTACIÓN DE LA		
TAXPAYER ID NAME: BQH	lealth So	lutions, I	nc.	15	THIS FOR:	Goods	s? 🕅	Services	🗆 Вс	oth?	
YOUR LAST NAME: Golemi			FIRST NAME:	Glen		MJ:					
ADDRESS: 8440 Jefferson	Hwy Sui	ite 101									
CITY: Baton Rouge			STATE: LA	ZIP CODE: 70	809			COUNTRY:	UNITED S	STATES OF AME	RICA
AS A CONDITION OF OBT	<b>FAINING</b>	i, EXTEN	DING, AMEND	ING, OR RENEWIN	IG A CON	TRACT,	LEASE, P	URCHASE /	AGREEM	ENT,	
OR GRANT AWARD WITH	ANY ARK	(ANSAS :	STATE AGENCY	, THE FOLLOWING	INFORM,	ATION N	IUST BE D	SCLOSED:			_
				FOR INDIVIDU						· · · · · · · · · · · · · · · · · · ·	1
Indicate below if: you, your s Officer, State Board or Comm				, or child of you or ye	our spouse	is a curr	ent or form	ner: Member	of the Ger	neral Assembly	, Constitutional
Position Held	k (√)	Name of Position of Job Held		For How Lon		What is the person(s) name and how are they related (i.e., Jane Q. Public, spouse, John Q. Public, Jr., child,					
	Current	Former	board/commission, data entry, etc.]		From MM/YY	То ММ/ҮҮ	Person's name(s)		Relation		
General Assembly							ſ				
Constitutional Officer	Г	Г									
State Board or Commission Member	Г	Г									
State Employee											
X None of the above applies			•								•
										· · · ·	

#### FOR A VENDOR (BUSINESS)\*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the section o the entity.

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/c what is his/her position of control?		
	Current	Former	board/commission, data entry, etc.	From MM/YY	To MM/YY	Person's name(s)	Ownership Interest (%)	Position of Control
General Assembly	Г	Г						
Constitutional Officer	Г	Г						
State Board or Commission Member	Г	Г						
State Employee		Г						

X None of the above applies \* Note: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

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F-1

#### CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM F-2

Failure to make any disclosure required by Governor's Executive Order 98-04. or any violation of any rule. regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

#### As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

- Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
- 2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of periury, to the best of my knowledge and belief, all of the above information is true and								
Signature	Title President and CEO	DateAugust 10, 2018						
Vendor Contact Person Mayur Yermaneni	Title Chief Strategy & Growth Officer	Phone No225-248-7021						
AGENCY USE ONLY								
Agency Agency Name Number 0710 Department of Human Services	Agency Contact Person Contact Pho 0710-19-1001	ne No. Contract or Grant No. 0710-19-1001						

\* NOTE: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

Page 2 of 2 08/20/07

Please see below eQHealth Solutions' Equal Opportunity Policy taken from our Employee Guide to Human Resource Policy and Procedures:

#### **Equal Employment Opportunities**

eQHealth is an Equal Opportunity/Affirmative Action employer. In the administration of its employment policies and practices, eQHealth does not discriminate against employees or applicants for employment because of race, color, national origin, sex, sexual orientation, religion, age, veteran status or disability. We take affirmative steps to ensure that applicants are hired, and employees are treated in a nondiscriminatory manner. Our commitment to equal opportunity principles applies to all aspects of employment, including recruitment, retention, promotion, compensation, benefits and training.



# Other Documents and/or Information Required in Bid Solicitation

1.8.B Other documents and/or information as may be expressly required in this Bid Solicitation. Label documents and/or information so as to reference the Bid Solicitation's item number.



State of Arkansas Bid Number 0710-19-1001 Prior Authorization and Retrospective Reviews



State of Arkansas Bid Number 0710-19-1001 Prior Authorization and Retrospective Reviews



State of Arkansas Bid Number 0710-19-1001 Prior Authorization and Retrospective Reviews









Disease Management











C. Vendor must provide at least three (3) letters of reference that must attest to Vendor's prior authorization, retrospective review and medical review/consultation experience.

1. Two (2) letters of reference must be from public or private entities other than the Arkansas Department of Human Services (DHS); and

2. An additional letter of reference must be from any state Medicaid division, which may include the Division of Medical Services (DMS) within Arkansas DHS.

All letters of reference must meet the following criteria:

• They shall be on official letterhead of the party submitting reference;

• They shall be from entities with recent (within the last three (3) years) contract experience with the respondent;

• They shall be from individuals who can directly attest to the respondent's qualification(s) relevant to this RFP;

• They shall be limited to organizational references, not personal references;

• They shall be dated not more than six (6) months prior to the proposal submission date;

• They shall include the current phone number, mailing address, email address, title, printed name, and signature of the individual of the party submitting the reference.





Other Documents and/or Information Required in Bid Solicitation















D. The Bidder must certify that the Bidder has not received any sanctions or corrective actions by a state or Federal government within the last ten (10) years. However, failure to certify may not disqualify a bidder's submission if the Bidder provides detailed documentation of each sanction and any corresponding corrective action received from a state or Federal government within the last ten (10) years. Documentation must include status of all corrective actions within the last ten (10) years, including corrective actions completed to the satisfaction of the issuing government agency.



E. The Bidder and all subcontractors must certify that Bidder and all subcontractors have read the Organizational or Personal Conflict of Interest Clause (see Attachment G) and that Bidder and all subcontractors have no actual, apparent, or potential conflicts of interest with the DHS Independent Assessment vendor or Provider-Led Arkansas Shared Savings Entities (PASSE). If the Bidder or any subcontractor does have an actual, apparent, or potential conflict of interest, Bidder must disclose all relevant information pertaining to such conflict of interest. Bidders disclosing a potential, actual, or apparent conflict of interest must submit a conflict of interest mitigation plan. DHS, in its sole discretion, will determine if a conflict exists and whether it can be mitigated or waived. Bidders with conflicts of interest that cannot be mitigated or waived shall be disqualified.





*F.* The Bidder must submit a Letter of Bondability from an admitted Surety Insurer with its bid submission. The letter should unconditionally offer to guarantee to the extent of one hundred percent (100%) of the contract price the bidders performance in all respects of the terms and conditions of the RFP and resultant contract.

## VOLUNTARY PRODUCT ACCESSIBILITY TEMPLATE

# (VPAT)

eQHealth Solutions Inc. eQSuite<sup>®</sup> AS OF Q3 RELEASE, August 12, 2018

Last Updated: **08/12/2018** Name of Product: **eQSuite**<sup>®</sup>


































12









## **INFORMATION FOR EVALUATION**

## Background & Qualifications

Provide a response to each item/question in this section. Vendor may expand the space under each item/question to provide a complete response. Do not include additional information if not pertinent to the itemized request.

*E.1* Provide a detailed narrative on past experience implementing similar IT buildouts along with corroborating references.


















































































State of Arkansas Bid Number 0710-19-1001 Prior Authorization and Retrospective Reviews













































































E.5 Provide your proposed Provider Training.












































Confidential & Proprietary







































One Galleria Boulevard Suite 1530 Metairie LA 70001

# Darlene T. Chanove

Underwriting Consultant Telephone 504-841-5119 800-262-2752 x5119 Facsimile 504-841-5127 E-Mail <u>darlene.chanove@cna.com</u>

July 24, 2018

To: Arkansas Dept. of Human Services Office of Procurement

Re: eQHealth Solutions, Inc. Baton Rouge, LA

We are writing to you at the request of eQHealth Solutions, Inc.

eQHealth Solutions, Inc. has or is about to submit a proposal for Prior Authorization and Retrospective Reviews to the Department of Human Services, for the Division of Aging, Adult and Behavioral Health Services, Division of Developmental Disabilities Services and Division of Medical Services, Bid No. 0710-19-1001. If a contract for this work is awarded to eQHealth Solutions, Inc., it is our present intention to become surety on the performance bond and labor and material bond required by the RFP and resultant contract.

WESTERN SURETY COMPANY

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Darlene T. Chanove Underwriting Consultant One Galleria Blvd., Ste 1530 Metairie, LA 70001



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