

**Warren County Health Services  
Health Services Committee Meeting  
March 4, 2013  
Information Submitted By: Patricia Auer, DPH/DPS  
Action Agenda/New Business**

**Request Resolution:**

To terminate the agreement with American Messaging who have supplied our pagers via a thirty day written notice as called for in the contract, and to obtain cell phones through the Verizon agreement the county utilizes via the government contract.

**Rationale:**

The pagers we use are antiquated, allow only one way communication, and do not work in many areas of the county. We have worked with Scott McLaughlin, the county telecommunications analyst, to review our needs and we have been able to work out a plan where we can replace the pagers with phones at less annual cost (approximately \$360.00) than utilizing pagers, and obtain much more optimal ability to communicate with employees in the field. The phones would be issued as "county equipment" and a department policy would state that the phones would be used only during work time. We have also had conversation with Paul Dusek, county administrator, regarding the plan and he is in agreement. The department of health requires that we have a way to communicate with employees in the field, and aside from the emergency standpoint, it also impacts productivity and is cost saving, if schedules need to be changed during the course of the day. Since calls are free from Verizon to Verizon phones we will have supervisors contact employees when needed on a cell phone and save the cost of a phone call on the county system. It won't amount to a lot of money, but every bit helps.

**Request Resolution:**

To extend the agreement with Delta Health Technologies for our Electronic Medical Record System for the period April 1, 2013 through March 31, 2018 at the current contract rates.

**Rationale:**

The cost of the system maintenance agreement (\$4,941.00 per month) is budgeted under Data Processing fees in the current county budget. This amount covers a number of different aspects required to operate the system which has now been in place for five years. We have been very pleased with the product, updates and support that we have received. Although there is no current contract increase, we do anticipate that later this year there will be as we move toward a remote hosting plan for which we also have budgeted for in this year's budget. We will need to amend the contract to reflect the additional fee at that time, but it will not affect the other areas of the agreement which we will continue to utilize. Tammie DeLorenzo, Clinical and Fiscal Informatics Coordinator, will be present at the meeting to answer any questions the committee members may have.

**Request Referral to the Personnel Committee:**

For authorization to backfill the position of a **Community Health Nurse** who retired on January 30, 2013, and to prepare to backfill the position of a **Community Supervising Nurse** who has given written notice that she intends to retire as of May 24, 2013.

**Rationale:**

With the backfilling of the Community Health Nurse position, we are still down one nurse from where we were last year at this time, and though referrals are up, we are not asking to fill this position right now and will continue to monitor the situation. On a positive note, the new nurses we have recruited, although the learning curves for the positions are steep, they are all still with us. Nursing experience makes a big difference, and home care experience is for sure a plus. There is a six month probationary period and hopefully all will be well.

As for the supervising nurse position, it is imperative that it is filled. We need to have a nurse ready to go when the current supervisor retires, as only one supervisor cannot be responsible for all the nurses in the Certified Home Health Agency. We have several in house nurses that are eligible educationally and experience wise for the position and one has expressed potential interest, but until the position is actually posted, we won't know for sure. Since the Supervising Nurse is a management and out of the bargaining unit position, the base salary would need to be contingent on a salary study, but since one was completed by Jo Ann McKinstry less than a year ago, Paul Dusek, county administrator, feels the same information can be used for setting a starting salary. A recommendation will be suggested for the Personnel Committee to consider if the Health Services Committee is agreeable.

**Request Resolution:**

To ratify the action of the Chairman of the Board of Supervisors in signing an amendment to the CDPHP (Capital District Physician's Health Plan) Contract that inserts language regarding Medicare Compliance training into the Medicare schedule of the contract agreement.

**Rationale:**

This request was made by CDPHP and is the prompt pay language to ensure the settlement of claims, submission requirements, and clean claim definitions set forth in New York State Insurance Law 3224-a. as is already stipulated in the base agreement as it applies to the Medicare business referenced in our current contract Medicare product schedule. This is required by CMS (Centers for Medicaid and Medicare Services) so we have no choice in the language.

**Request Resolution:**

To amend Resolution 303/2009 in increase the Petty Cash Fund from \$200 to \$250 to allow specific cash for change for off site clinics.

**Rationale:**

This will allow specific money to be kept for change so we don't need to keep cash out that is collected at clinics to be used for change. It will promote a more accurate accounting of doing business. The cash boxes are locked boxes.

**Request Resolution:**

To amend the 2013 Warren County Budget to reflect the following changes:

A.4018.0040.410 Health Education – Supplies Expense \$643.00

A.4018.0040.1617 Health Education Revenue \$643.00

**Rationale:**

This is to cover CPR classes. It is difficult to project the finances for this area because we never know how many agencies will request the training and how many individuals it will involve.

**Pending Items**

**Update on Certificate of Need Applications:**

There is nothing new to report this month.

**Items for Discussion/Information**

**Emergency Response and Preparedness Activities:**

Please see **Attachment #1** for the monthly report.

**Report of Expenditures, Revenues, Overtime and Per Diem Use:**

Please see **Attachment #2**.

Tawn Driscoll, Fiscal Manager, will be present at the meeting to review the report and answer questions.

**Early Intervention Program:**

Please see **Attachment #3**.

**Attachments:**

#1 Emergency Response and Preparedness Activities Report

#2 Reports of Expenditures, Revenues, Overtime and Per Diem Use

#3 Early Intervention Proposed Changes

BT ACTIVITY SHEET

BP1 - 7/1/12 - 6/30/13

Page 1

Topic Color Codes

Red/Chempack; Green/SNS; Blue/Mass Fatality; Black/Training; Purple/Special Needs; Orange/Drill; Black/Pan Flu

Attachment 1

Date	Type	Subject/Comments	Attendees	Topic (i.e. Chempack, Drill, Mass Fatality, SNS, Training, Pan Flu, Special Needs)
February	Updates	to all plans for grant deliverables due 4/15/13	Dan Durkee, Angela Meade, Laura Saffer, Ginelle Jones	
2/12/13	Meeting	BT Coordinators (Balliston Spa) - MCM/SNS Plans	Dan Durkee	SNS
2/13/13	Tabletop	Monthly GFH - Plane crash/mass fatalities (follow up to mass fatality team meeting)	Dan Durkee	Mass Fatality
2/20/13	Meeting	SNS Plan Updates		
2/21/13	Meeting	M <sup>12</sup> Planning meeting for 4/13/13 GFH bomb scenario functional drill	Dan Durkee, Amy Drexel	SNS
			Dan Durkee	Drill

**WARREN COUNTY HEALTH SERVICES BUDGET ANALYSIS**

REVENUE AND EXPENDITURES FOR 2013 AS OF 2/25/2013 8:05:04 PM

FUND(S): A, CL, D, DM, EF, GI, MS, SD, V  
 CODE(S): 4010, 4011, 4013, 4016, 4018, 4046, 4054, 4189, 4025

EXPENSES	2013 BUDGETED	2013 YTD ACTUAL	2012 Prior Year Totals
Salaries - Regular	\$2,854,176.00	\$326,134.76	\$2,818,683.51
Salaries - Overtime	\$137,500.00	\$21,586.75	\$134,883.37
Salaries - Part Time	\$279,557.00	\$22,223.78	\$219,854.62
Salaries - Sick Leave Incentive			\$800.00
00's PERSONAL SERVICES	\$3,271,233.00	\$369,945.29	\$3,174,221.50
00's EQUIPMENT	\$101,250.00	\$2,931.92	\$180,916.48
00's CONTRACTUAL	\$8,392,094.00	\$176,385.14	\$5,656,920.72
00's EMPLOYEE BENEFITS	\$1,790,236.00	\$307,056.56	\$1,608,114.39
<b>TOTALS</b>	<b>\$13,554,813.00</b>	<b>\$856,318.91</b>	<b>\$10,620,173.09</b>

**REVENUES**

2013 BUDGETED	2013 YTD ACTUAL	2012 Prior Year Totals
\$11,107,094.00	\$10,482.96	\$7,325,690.46

Notes: Still to be noted for 2012, we are still finalizing year end but we anticipate additional Revenues of over two million which is primarily related to December 012 billing charges for CHHA, LTC and Family Health along with Preschool services for the 2012/2013 school year and for WIC food vouchers for the year. However, we also will be receiving expenses of approximately one million for those related WIC food voucher. We anticipate for 2012 that the net impact to the county will be less than what was budgeted.

**Warren County Health Services  
 Salaries Comparison**

2012 vs 2013

as of 2/10/13 Payroll date ending

Total of All Depts	YTD 2012	YTD 13Y12	% Change	Total Budget 2013	Total Actual 2012
Regular Salaries	\$326,134.75	-\$2,036.37	-0.62%	\$2,854,176.00	\$2,818,683.51
Overtime Salaries	\$21,586.75	\$4,254.65	24.55%	\$137,500.00	\$134,883.37
Part Time Salaries	\$22,223.79	-\$3,024.48	-11.98%	\$279,557.00	\$219,854.62
Sick Leave Incentive	\$0.00	\$0.00	0.00%	\$0.00	\$800.00
<b>TOTALS</b>	<b>\$369,945.29</b>	<b>-\$806.20</b>	<b>-0.22%</b>	<b>\$3,271,233.00</b>	<b>\$3,174,221.50</b>

Source: Detail G/L report for all Salary Category from 1/1/XX-2/10/XX

Note: Regular salaries are below last year due to nursing positions that were open and the time difference throughout year to fill those positions, however, overtime salaries for 2013 YTD were above 2012 YTD since coverage was needed for patients due to these staffing shortages. Part time salaries are below last year primarily due to the reduction in Part time salaries for the disease program in which many clinics have been eliminated or reduced.

### Attachment #3

#### Early Intervention Program Proposed Changes and Questions

This program is slated to undergo a huge change in administration and payment processes as of April 1, 2013. Unfortunately, even after months of endless discussions and conference calls, and emails between the Department of Health, Counties and Providers, there remain more unanswered questions, than answered.

The proposed plan is for the state to hire a fiscal agent where providers submit all bills for services and the fiscal agent manages the payments to the providers. The counties responsibility will be to set up an escrow account of monies from budgeted Early Intervention funds that will be utilized by NYSDOH to pay the providers for services. All providers will contract with the state to be providers and will submit their own bills to insurance directly, and then seek municipal payment for any balances due allegedly saving the county much processing time. Currently, there are a number of concerns with this plan, with the following just to name a few:

- There is, at this time, no fiscal intermediary who has been awarded the contract, since the RFP was late in being released, so the state will assume this responsibility until this can occur.
- There is no definite time frame as to when providers will receive reimbursement for their services, and it could take up to 90 days. Currently, providers in Warren County are paid within 30 days as long as they submit required documentation that the services were provided.
- It is unclear how it will be tracked that services were actually provided before they are paid. The new agreement will give the counties the ability to audit providers at county time and expense.
- On February 28, 2013, we received an agreement to apply to the state to be a provider under the new system. That document is due back to the state signed by March 11, 2013. Currently our Certified Home Health Agency is approved by the state to provide therapy services and the Division of Public Health is approved to provide Service Coordination and Special Instruction. We have several outside agencies we contract with that also provide services and they will need to apply to the state to provide services as well. One of those agencies has also stated they will no longer provide Early Intervention Services. Of the agencies who will continue to provide services, we will need to amend their contracts to reflect the new Early Intervention Program changes.
- An additional contract will be needed with Medicaid and each provider must bill Medicaid for children who have Medicaid. We have not seen that contract yet.
- The state plans to have providers through the fiscal agent bill private health insurance plans for all children who do not have Medicaid, and receive that reimbursement before paying the remainder of the bill for services rendered from county escrow funds. We don't expect this to be a smooth transition.

It is likely we may need to do several Out of Committee Resolutions this month after we consult with the County Attorney.

## RESOLUTION REQUEST FORM NO. 4

### Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: March 4, 2013

- (a) Purpose of Contract Change: To terminate the agreement with American Messaging for pagers and service, per contract clause of 30 day written notice and begin utilizing Verizon cell phones, per government program agreement utilized by Warren County
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: Not sure – pagers have been utilized for many years – unable to find original agreement
- (c) Name of Contractor: American Messaging
- (d) Address of Contractor: 511 S. Royal Lane, Coppell, TX 75019
- (e) Contractor's Contact Person and Telephone Number: 1-888-247-7890
- (f) Commencement Date of Amendment: Pager termination – April 4, 2013  
Begin cell phones – April 4, 2013
- (g) Termination Date of Extension: Not applicable
- (h) Payment Provisions: Pagers were paid and phones will be paid upon receipt of monthly invoice.
- i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:  
A.4010.423 – Health Services Telephone Expense  
(code was also used for pagers)

## RESOLUTION REQUEST FORM NO. 4

### Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: March 4, 2013

- (a) Purpose of Contract Change: To extend the contract with Delta Health Technologies to provide support services for electronic medical records system for a five year term at current contract rates
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: R214/2008 (see attached)
- (c) Name of Contractor: Delta Health Technologies
- (d) Address of Contractor: 400 Lakemont Park Blvd., Altoona, PA 16602
- (e) Contractor's Contact Person and Telephone Number:  
Keith R. Crownover, President & CEO, 814-944-1651
- (f) Commencement Date of Amendment: April 1, 2013
- (g) Termination Date of Extension: March 31, 2018
- (h) Payment Provisions: Paid monthly upon receipt of invoice (\$4,941.00 – per month) See attached information
- i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount:  
A.4010.428 – Data Processing – Health Services

**Auer, Pat**

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**From:** DeLorenzo, Tammie  
**Sent:** Wednesday, February 20, 2013 11:13 AM  
**To:** Auer, Pat  
**Subject:** Delta Contract Renewal

The current Monthly Support Agreement remains in effect:

Original Contract

\$1,420 Encore Home Care Solution (16U)

\$2,958 Encore Mobile Support

    \$85 Electronic Billing to NYS Medicaid

    \$75 Electronic Remittance from NYS Medicaid

    \$75 NY Dept of Health State Report

    \$30 Crystal Reporting

\$250 Telemedicine

\$48 SHP Export/CAHPS Reporting (Reso 418 of 2010)

\$4,941 Total Monthly Support Fee

Let me know if require anything further.

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***Tammie DeLorenzo***

Clinical and Fiscal Informatics Coordinator

Warren County Health Services

1340 State Route 9

Lake George, NY 12814

(518)824-8772

[delorenzot@warrencountyny.gov](mailto:delorenzot@warrencountyny.gov)

CONFIDENTIAL

EXHIBIT A  
ORDER FORM

Order Form Effective Date: \_\_\_\_\_ Customer: Warren County Health Services

This Order is subject to and incorporates all of the provisions stated in the Delta License Agreement between Delta Health Technologies, LLC and Warren County Health Services, dated June 30, 2008 (the "Agreement"). Upon signature by authorized representatives of each party, this Order shall be deemed an amendment to the Agreement.

1. Customer is licensing the following products and acquiring the following third party software, equipment, and/or services from Delta:

Professional Services	Fees	Additional Terms:
Encore Site Optimization Services	\$4,900	Traveling and living expenses will be billed as incurred.
Customer Appreciation Credit	(\$4,900)	

**SUPPORT.** Delta shall provide support pursuant to the Delta Customer Support Program posted at [www.deltahealthtech.com/support](http://www.deltahealthtech.com/support) for each Application selected for support by Customer in an Order Form. The online terms and conditions of the Delta Customer Support Program are incorporated by reference into this Agreement. The Delta Customer Support Program will continue in full force in effect for sixty (60) months from the end of the current term. Support shall automatically renew for successive two (2) year terms until terminated by either party upon at least ninety (90) days written notice prior to the expiration of the then-current term. The level of support services committed as of the Effective Date will not be materially degraded by Delta throughout the term of the Delta Customer Support Program.

2. **Payment Terms:** Fees are payable as follows:

- **Applications:** 100% on Delivery Date
- **Monthly Support:** Monthly in advance, commencing on First Productive Use.
- **Professional Services:** As incurred, monthly in arrears. Customer to pay travel and living expenses.

**DELTA HEALTH TECHNOLOGIES, LLC**  
By: \_\_\_\_\_

Print Name: Keith R. Crownover

Print Title: President & CEO

**WARREN COUNTY HEALTH SERVICES**  
By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

# Warren County Board of Supervisors

## RESOLUTION NO. 275 OF 2008

Resolution introduced by Supervisors Sokol, Sheehan, Haskell, Thomas, Tessier, Champagne and O'Connor

### AMENDING RESOLUTION NO. 214 OF 2008 - CORRECTING THE TERM OF THE AGREEMENT WITH DELTA TECHNOLOGIES, LLC - HEALTH SERVICES DEPARTMENT

WHEREAS, Resolution No. 214 of 2008 authorized an agreement with Delta Health Technologies, LLC for a Point of Care software system for the Warren County Health Services Department (WC 40-08) for a term commencing April 1, 2008 and terminating upon sixty (60) days notice, and

WHEREAS, the Specifications of the subject Request for Proposals include a five (5) year agreement term, with further extension of the agreement at the County's option, and

WHEREAS, Resolution No. 214 of 2008 needs to be amended to reflect the above, now, therefore, be it

RESOLVED, that Resolution No. 214 of 2008 is hereby amended to authorize a five (5) year term for the agreement described therein with further extension at the County's option and upon further consideration of the Warren County Board of Supervisors, and be it further

RESOLVED, that other than the above amendment the remainder of Resolution No. 214 of 2008 shall remain in full force and effect.

# Warren County Board of Supervisors

RESOLUTION NO. 214 OF 2008

Resolution introduced by Supervisors Stec, Belden, O'Connor, Bentley, Tessier, Champagne, VanNess, Kenny and Merlino

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH DELTA  
HEALTH TECHNOLOGIES, LLC FOR POINT OF CARE SOFTWARE SYSTEM  
FOR THE WARREN COUNTY HEALTH SERVICES DEPARTMENT (WC 40-08)  
- HEALTH SERVICES DEPARTMENT**

WHEREAS, the Purchasing Agent has advertised for Request for Proposals for a Point of Care Software System for the Warren County Health Services Department (WC 40-08), and

WHEREAS, the Director of Public Health/Patient Services has issued correspondence recommending award of the agreement to Delta Health Technologies, LLC, with the lowest responsible Proposal, now, therefore, be it

RESOLVED, that Warren County enter into an agreement with Delta Health Technologies, LLC, 400 Lakemont Park Boulevard, Altoona, Pennsylvania 16602, pursuant to the terms and provisions of the Specifications (WC 40-08) and Proposal, for a total cost of Five Hundred Forty Thousand Four Hundred Seventy-Five Dollars (\$540,475), for a term commencing on April 1, 2008 and terminating upon sixty (60) days notice by either party, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute the agreement in the form approved by the County Attorney, and be it further

RESOLVED, that the funds for said agreement shall be expended from Capital Project No. H282.9550 280 - Point of Care.

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department Health Services Payroll Dept. No. 3600  
Title of Position COMMUNITY HEALTH NURSE Annual Salary 44,547 Grade 20  
Budget code and title A4010.110 Union  Non-Union   
Health Services Regular Full Time Salaries  
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No. 9764

Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal %  State %  Other put vis. %

Impact to Budget: position is budgeted in 2013 Budget

Personnel Officer has approved this form when initialed. \_\_\_\_\_

*depending upon patient mix. nursing visit one reimbursed*

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee Health Services Date March 4, 2013

- The Administrator has no objection to the filling of the vacancy.  
 The Administrator objects to the filling of the vacancy.

Administrator Signature \_\_\_\_\_

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health Services Date March 4, 2013

- The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature \_\_\_\_\_

### PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date \_\_\_\_\_

- The Personnel/Human Resources Committee has no objection to the filling of the vacancy.  
 The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature \_\_\_\_\_

*The most experienced, educated nurse will be recruited and placed in the appropriate civil service grade a salary step.*

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department Health Services Payroll Dept. No. 3600  
Title of Position Community Supervising Nurse Annual Salary \_\_\_\_\_ Grade N/A  
Budget code and title A4010-110 Union  Non-Union   
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No. 8025  
Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal %  State %  Other %  
Impact to Budget: position is budgeted in 2013 Budget  
Personnel Officer has approved this form when initialed. \_\_\_\_\_

See  
comment  
below

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee Health Services Date March 4, 2013  
 The Administrator has no objection to the filling of the vacancy.  
 The Administrator objects to the filling of the vacancy.

Administrator Signature \_\_\_\_\_

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health Services Date March 4, 2013  
 The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature 

### PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date \_\_\_\_\_  
 The Personnel/Human Resources Committee has no objection to the filling of the vacancy.  
 The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature \_\_\_\_\_

Although nursing supervisors do not routinely make home visits, revenues are realized to cover salary by step nurse visits

## RESOLUTION REQUEST FORM NO. 4

### Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: March 4, 2013

- (a) Purpose of Contract Change: To ratify the action of the chairman of the Warren County Board of Supervisors in signing an amendment to the CDPHP (Capital District Physicians Health Plan) contract that inserts language regarding Medicare compliance training into the Medicare schedule of the contract agreement
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: On File
- (c) Name of Contractor: Capital District Physicians Health Plan
- (d) Address of Contractor: 500 Patroon Creek Blvd., Albany, NY 12206-1057
- (e) Contractor's Contact Person and Telephone Number:  
Denise Dennis, Contract Negotiator, 518-641-4290
- (f) Commencement Date of Amendment:
- (g) Termination Date of Extension: Per terms of current agreement
- (h) Payment Provisions: Per terms of current agreement including, amendment – Per approved patient visits
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:  
A.4010.1610 – Health Services – Home Nursing Charges



January 31, 2013

**RE: Prompt Pay for Medicare Ancillary Provider Contracts**

Dear Provider:

The Centers for Medicaid & Medicare Services (CMS) has required Capital District Physicians' Health Plan, Inc. and CDPHP Universal Benefits,<sup>®</sup> Inc. (collectively known as CDPHP<sup>®</sup>) to insert language into the Medicare Schedules of our agreements.

The prompt pay language is to ensure the equitable settlement of claims, submission requirements, and clean claim definitions set forth in *New York State Insurance Law 3224-a*, as already stipulated in the base agreement applies to the Medicare business referenced in your Medicare product schedule. Additionally, we have inserted language regarding Medicare Compliance Training.

Enclosed for your review and signature are the required amendments to your agreements. CMS permits no variation from the required language, so CDPHP is not able to accept any changes to this document. Please return the enclosed amendments to:

Denise Dennis, Contract Negotiator  
CDPHP  
500 Patroon Creek Blvd  
Albany, NY 12206

If you should have any questions regarding the enclosed amendments, please contact the CDPHP Healthcare Network Strategy Department at (518) 641-4290.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael G. Grodus".

Michael G. Grodus  
Vice President, Healthcare Network Strategy  
CDPHP

Enclosures

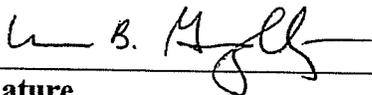
downstream, and related entities who have met the fraud, waste, and abuse (FWA) certification requirements through enrollment into the Medicare program or DMEPOS (Durable Medical Equipment, Prosthetics, Orthotics, and Supplies) accreditation are deemed to have met the training and educational requirements specific to FWA.

**FOURTH:** Except as expressly set forth herein, the provisions of the CDPHP Ancillary Provider Agreement shall remain unchanged and in full force and effect.

**Agreed:**

**WARREN COUNTY HEALTH SERVICES:**

**CAPITAL DISTRICT PHYSICIANS' HEALTH PLAN INC.:**



\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

**Michael G. Grodus**

**Vice President, Healthcare Network Strategy**

\_\_\_\_\_  
Kevin B. Geraghty

**Print Name**

\_\_\_\_\_  
Chairman of the Board

**Print Title**

\_\_\_\_\_  
February 7, 2013

**Date**

\_\_\_\_\_  
**Date**

**AMENDMENT  
TO THE CDPHP ANCILLARY PROVIDER AGREEMENT**

This Amendment ("Amendment") to the CDPHP Ancillary Provider Agreement by and between Capital District Physicians' Health Plan, Inc. ("CDPHP") and the Participating Provider ("Provider") is effective January 1, 2013.

**RECITALS**

**WHEREAS**, CDPHP and Provider entered into the CDPHP Ancillary Provider Agreement whereby Provider agreed to provide Covered Services to CDPHP's Members; and

**WHEREAS**, the Centers for Medicaid & Medicare Services has instructed CDPHP to add provisions to its Medicare Addendum related to the prompt payment of claims and provider compliance training; and

**WHEREAS**, pursuant to Paragraph G of Article VIII of the CDPHP Ancillary Provider Agreement, any amendment to the CDPHP Ancillary Provider Agreement shall be of no force or effect unless in writing and signed by the respective parties hereto;

**NOW, THEREFORE**, in consideration of the mutual covenants, representations and promises contained herein and other good and valuable consideration, each of CDPHP and Provider agree as follows:

**FIRST:** Any capitalized terms not defined in this Amendment shall be given the meanings as defined in the CDPHP Ancillary Provider Agreement.

**SECOND:** Section XI shall be added to Schedule B to the CDPHP Ancillary Provider Agreement as follows:

XI. In accordance with 42 CFR 422.520(b), CDPHP and Provider agree to all standards for prompt, fair and equitable settlement of claims for services from Medicare Advantage members, including without limitation timeframes, submission requirements, and payment of interest, as set forth in the New York State Insurance Law § 3224-a, as may be amended from time to time.

**THIRD:** Section XII shall be added to Schedule B to the CDPHP Ancillary Provider Agreement as follows:

XII. In accordance with 42 CFR §422.503 and 42 CFR §423.504, the Provider is responsible for participating during orientation, and annually thereafter, in the compliance training established by CDPHP in order to implement CDPHP's effective compliance program. First tier,

## RESOLUTION REQUEST FORM NO. 20

### MISCELLANEOUS\*

**\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.**

**DEPARTMENT NAME:** Health Services

**DATE:** March 4, 2013

- (a) Purpose of Request: To amend Resolution 303/2009 to increase the petty cash fund from \$200.00 to \$250.00 to allow cash for change for off-site clinics.
- (b) Details:
- (c) Previous Resolution Number: R303/2009

# Warren County Board of Supervisors

RESOLUTION NO. 303 OF 2009

Resolution introduced by Supervisors Stec, Belden, O'Connor, Bentley, Tessier, Taylor, VanNess, Kenny and Merlino

**AMENDING RESOLUTION NO. 637 OF 2001, WHICH ESTABLISHED A PETTY CASH FUND FOR HEALTH, TO REMOVE PUBLIC HEALTH DIVISION, AS WELL AS INCREASE AMOUNT OF PETTY CASH FUND - HEALTH SERVICES DEPARTMENT**

WHEREAS, Resolution No. 637 of 2001 established a petty cash fund for the Health Services Department - Public Health Division - in the amount of One Hundred Dollars (\$100), and

WHEREAS, the Health Services Department has requested that "Public Health Division" be removed from said resolution so that the entire Health Services Department may use said petty cash fund, and

WHEREAS, in addition, the Director of Public Health/Patient Services has requested an increase in the petty cash fund to Two Hundred Dollars (\$200), now, therefore, be it

RESOLVED, that Resolution No. 637 of 2001 be, and hereby is, amended to remove "Public Health Division" and also increase the petty cash fund to the amount of Two Hundred Dollars (\$200).

# RESOLUTION REQUEST FORM NO. 7

## Request to Amend County Budget\*

**\*If this is the result of a grant award, also complete and submit  
Form No. 5 or 6**

**DEPARTMENT NAME:** Warren County Health Services-Health Education Program

**DATE:** March 4, 2013

(a) **Purpose of Amendment:** To amend the 2013 budget to adjust the Health Education Program to reflect the addition of revenues/costs related to CPR course training to be done in early 2013 for towns in Warren County (Lake Luzerne, Lake George, and Warrensburg) and for Westmount.

(b) Appropriation Code (with title), Object Code (with title) and Amount:  
**A.4018.0040.410 Health Education –Supplies Expense \$643.00**

Revenue Code (with title), and Amount:  
**A.4018.0040.1617 Health Education Revenue \$643.00**