



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department

604 N. Main, Suite F : Wichita, KS 67203 : Telephone (316) 660-7255 : Fax (316) 383-7055

**Request for Proposal
Proposal # 05-0072**

**MEDICAL BILLING SERVICES
Addendum # 1**

November 16, 2005

Attached please find question(s) and clarifications that were asked at the non-mandatory pre-bid meeting held at the Sedgwick County Purchasing Department on Monday, November 08, 2005.

Carefully review this Request for Proposal, it provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate, submit one (1) original and four (4) copies of the entire document with any supplementary materials **NO LATER THAN 1:45 p.m. CST, Tuesday, December 06, 2005**. Responses must be sealed and marked on the lower left-hand corner with the firm name and address, proposal number, proposal due date, and proposal opening time. Late or incomplete responses will not be accepted and will not receive consideration for final award.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON YOUR RESPONSE FORM.

James A. McComas
Purchasing Agent

Question(s)?

Answer(s).

1. *Is it possible to obtain a billing history report containing mileage, HCPC codes (see answer to question 4), payment history by payor (Medicare, Medicaid, private insurance and self pays) and supplemental fees?*

Payment received by payer mix for 2004

Auto	\$723,762	
Blue Shield	\$561,852	
Commercial	\$960,242	
Patient	\$1,629,876	
Medicaid	\$397,991	
Medicare	\$3,044,857	
Work Comp	\$120,711	Total for 2004 receipts \$7,439,291

2. *What is your payor mix regarding ambulance billing (i.e. Medicare, Medicaid, Patient Billed, Private Pay, etc)?*

Charges billed by payer mix for 2004

Auto	\$757,467	
Blue Shield	\$911,141	
Commercial	\$1,405,604	
Patient	\$3,878,432	
Medicaid	\$2,101,842	
Medicare	\$6,678,782	
Work Comp	\$116,657	Total Charges billed for 2004 \$15,849,925

3. *Of your call volume, what was your total number of BLS vs. ALS calls over the past year?*

ALS1 - Non emergency transportation units 989
BLS - Non emergency transportation units 4,272
ALS1 - Emergency transportation units 15,492
BLS - Emergency transportation units 7,537
ALS2 - transportation units 889

4. *What are the Counties current charges for ALS and BLS services, including mileage, oxygen, supplies, etc.?*

Amounts for total year ending 2004.

ALS1 - Non emergency transportation units 989 charges were \$345,790
BLS - Non emergency transportation units 4,272 charges were \$1,068,000
ALS1 - Emergency transportation units 15,492 charges were \$8,520,800
BLS - Emergency transportation units 7,537 charges were \$3,768,350
ALS2 - transportation units 889 charges were \$533,650
Drug units 24,673 charges were \$72,694
Mileage units 169,813 charges were \$1,188,691
Additional attendant units 629 charges were \$18,870
EKG units 12,820 charges were \$320,500
Paramedic intercept units 101 charges were \$12,580
Total Charges for 2004 \$15,849,925

5. *What is the average patient transport mileage to a facility?*
Approximately 7 miles.

6. *On average, what percentage of trip sheets are missing information, leaving them with insufficient data for billing?*
Approximately 4 to 5 per week.
7. *What percent of your transports are for AMA?*
No transport rate is 30% of our total call volume. This may or may not be due to a patient refusing service. We don't currently track the % of AMA refusals.
8. *Do you have current contracts with insurance carriers? If so, who are they, and what amounts do you get paid from them for your various services? What percent of billable claims fall under these carriers?*
Blue Cross and Blue Shield (see questions 1 & 2)
9. *Is your current billing done in house, or is it provided by an outside, third party billing company? If handled by an outside firm, who is the provider of these services, and what flat fee per trip or percentage of collection does the County currently pay?*
MSN or Management Service Network, LLC. The current percentage of collection is 7.99% (total collection less refunds, returned checks, etc.)
10. *How many stations does your EMS service operate? How many ambulances are in operation at any given time?*
Sedgwick County currently has 12 stations and operates approximately 11 to 16 ambulances.
11. *How many hospitals are in the local area?*
Three public access, six specialty, and one VA hospital.
12. *Does EMS provide scheduled medical transportation services? If so, what is the approximate percentage of the total volume?*
Yes, see answer to question #3 and 4,
13. *Does EMS plan on increasing any pricing schedule in the near future?*
No pricing increases are scheduled for the near future.
14. *What is the current operating system? And how is information verified?*
Current operating system is IBM mainframe program. All patient accounts are QA prior to being released to billing vendor.
15. *What is the county policy on send outstanding claims to collection?*
The County usually adapts, with some modifications, to the billing contractor existing process and procedures.
16. *How many claims will be transferred to the awarded company and what is the approximate claim value.*
Only new claims will be sent to the awarded company. Claims already in process will stay with the current company until all collection efforts are exhausted (as per their in house "claims to collection" policy allows).

17. Section 11, Number 4, asks for each vendor to provide a bank reference statement and/or a copy of the most recent, audited, financial statement. Will privately held corporations information be made public?

None of the information received will be made public during the RFP process. However once a vendor is chosen and a contract awarded the information included in the response to the RFP by the successful vendor may be made public at the determination of the County Counselor. The vendor can mark each page of the Financial Statements as “Confidential” or “Proprietary”, however that does not necessarily restrict the County Counselor’s decision. Or as mentioned above a bank reference statement may be submitted.

18. Is there a current fee schedule available?

EMS User Fee Schedule		
August 1, 2003		
Service Code	Description	Fee
Q3020 (A0428)	Non-Immediate Transfer No ALS care or procedures	\$250.00
A0426	Non-Immediate Transfer ALS care or procedures	\$250.00
Q3019 (A0429)	Immediate Response/Transport No ALS care or procedures	\$500.00
A0427	Immediate Response/Transport ALS care or procedures	\$550.00
A0433	Immediate Response/Transport Additional select ALS care or procedures	\$600.00
A0425	Mileage Scene to medical facility, divided by number of patients transported	\$7.00
93041	EKG	\$25.00
A0424	Additional Attendant Critical patients requiring additional ALS personnel during transport	\$30.00
A0999	Non-transport Charge ALS care or procedures but patient not transported by Sedgwick County EMS (Only charged for Paramedic Assists)	\$170.00