

**REQUEST FOR APPLICATIONS FOR**

**EHR Incentive Grant Program**

**ISSUING OFFICE**

**Commonwealth of Pennsylvania  
Department of Human Services  
Bureau of Procurement and Contract Management  
Room 832 Health and Welfare Building  
625 Forster Street  
Harrisburg, PA 17120**

**RFA NUMBER**

**12-22**

**DATE OF ISSUANCE**

**August 5, 2022**

**REQUEST FOR APPLICATIONS FOR  
EHR Incentive Grant Program**

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## CALENDAR OF EVENTS

The Commonwealth will make every effort to adhere to the following schedule:

Activity	Responsibility	Date
Deadline to submit Questions via email to: <a href="mailto:RA-PWRFAQUESTIONS@PA.GOV">RA-PWRFAQUESTIONS@PA.GOV</a>	Potential Applicants	August 18, 2022 12:00 PM EST
Answers to Potential Applicant questions posted to the Department of General Services (“DGS”) website at <a href="http://www.emarketplace.state.pa.us">http://www.emarketplace.state.pa.us</a> no later than this date.	DHS	August 31, 2022
Please monitor DGS website for all communications regarding this RFA.	Potential Applicants	On-going
Application must be received by the Issuing Office at: <a href="mailto:RA-PWRFAQUESTIONS@PA.GOV">RA-PWRFAQUESTIONS@PA.GOV</a>	Applicants	September 19, 2022 12:00 PM EST

## PART I

### GENERAL INFORMATION

- I-1. Purpose.** This Request for Applications (“RFA”) provides to those interested in submitting applications (“Applicants”) sufficient information to prepare and submit applications for the Department of Human Services’ (“DHS” or “Department”) consideration on behalf of the Commonwealth of Pennsylvania (“Commonwealth”) for the award of grants to adopt meaningful use 2016 certified electronic health record technology (“CEHRT”), including connecting to a Pennsylvania Patient and Provider Network (“P3N”) certified health information organization’s (“HIO”) network as well as the Commonwealth’s health information exchange (“HIE”), the P3N. This RFA contains instructions governing the requested applications, including the requirements for the information and material to be included, a description of the service to be provided, requirements that Applicants must meet to be eligible for consideration, general evaluation criteria, and other requirements specific to this RFA.
- I-2. Issuing Office.** The Department’s Office of Administration, Bureau of Procurement and Contract Management (“Issuing Office”) has issued this RFA on behalf of the DHS Office of Medical Assistance Programs. The sole point of contact in the Commonwealth for this RFA shall be Karen Kern, [RA-PWRFAQUESTIONS@PA.GOV](mailto:RA-PWRFAQUESTIONS@PA.GOV), the Issuing Officer for this RFA. Please refer all inquiries to the Issuing Officer.
- I-3. Overview of Project.** The Department, to continue development of the statewide HIE and care coordination, is providing grant funding to eligible Home Health Agencies (“HHAs”). HHAs that are licensed by the Pennsylvania Department of Health and provide services to the pediatric shift nursing patients through the home and community-based services (“HCBS”) waiver program may apply for grant funding to: contract for (\$10,000); install (\$50,000); and meaningfully use CEHRT (\$40,000). Total grant funding of \$7,800,000 is available. Tasks required to achieve these three milestones are outlined in **Part III, Section III-2**.
- I-4. Objectives.**
- A. General.** The objective of this RFA is to advance HIE efforts in Pennsylvania; increase the speed and accuracy of diagnosis for individuals and populations; alert providers and care teams to a patient’s admission; reduce readmissions and redundant tests by sharing patient information with other providers who have treated the same patients; and increase patient satisfaction by reducing time spent in the healthcare system and eliminating frustrating duplication.
- B. Specific.** The Department, through the eHealth Partnership Program (“eHealth”), is charged with the establishment and maintenance of a HIE. This grant program is being offered to HHAs to adopt meaningful use CEHRT, including connecting to a P3N HIO network as well as the Commonwealth’s HIE.
- I-5. Type of Agreement.** The Department intends to award multiple grants as a result of this

RFA. If the Department enters into agreements, they will be deliverable-based agreements using the Grant Agreement attached to this RFA as **Appendix G** and will include the attached Payment Provisions (**Rider 1**), Standard Grant Terms and Conditions (**Rider 4**), and DHS Addendum (**Rider 5**) and its attachments. **Rider 2**, the Work Statement, will consist of **Part IV** to this RFA and the selected Applicant's Technical Submittal. The Department will pay the selected Applicants upon the Department's acceptance of milestones as provided in the Grant Agreement.

- I-6. Rejection of Applications.** The Department may, in its sole and complete discretion, reject any application received as a result of this RFA and may choose to award grants for all, some, or none of the Applicants, and for all, some, or none of the grant funding opportunities.
- I-7. Incurring Costs.** The Department is not liable for any costs incurred by the Applicant in preparation and submission of its application, in participating in this RFA process or in anticipation of an award.
- I-8. Questions & Answers.** If an Applicant has any questions regarding this RFA, the Applicant must submit the questions by email (**with the subject line "RFA 12-22 Question"**) to the Issuing Officer named in **Part I, Section I-2** of this RFA. Questions must be submitted via email **no later than** the date specified on the Calendar of Events. The Applicant shall not attempt to contact the Issuing Officer by any other means.

An Applicant who submits a question *after* the date for receipt of questions specified in the Calendar of Events assumes the risk that its application will not be responsive or competitive because the Department is unable to respond before the application receipt date or in sufficient time for the Applicant to prepare a responsive or competitive application. When questions are submitted after the date indicated in the Calendar of Events, the Issuing Officer *may* respond to questions of an administrative nature by directing the questioning Applicant to specific provisions in this RFA. If DHS decides to respond to a non-administrative question *after* the date for receipt of questions specified in the Calendar of Events, the answer will be provided to all Applicants through an addendum. All questions and responses as posted on the DGS website are considered an addendum to, and part of, this RFA in accordance with RFA **Part I, Section I-9**.

- I-9. Addenda to this RFA.** If the Department deems it necessary to revise any part of this RFA before the application response date, the Department will post an addendum to the DGS website at <http://www.emarketplace.state.pa.us>. Each Applicant shall be responsible for monitoring the DGS website for new or revised RFA information. DHS shall not be bound by any verbal information, nor shall it be bound by any written information that is not contained within the RFA or formally issued as an addendum.
- I-10. Response Date.** To be considered, electronic copies of applications must arrive at the Issuing Office on or before the date and time specified in the Calendar of Events. Electronic copies of applications must be submitted to [RA-PWRFAQUESTIONS@PA.GOV](mailto:RA-PWRFAQUESTIONS@PA.GOV). Applicants should allow sufficient time for electronic delivery. The Department will **not** accept hard copy applications or applications via facsimile transmission. The Department will reject any late applications.

## **I-11. Application Requirements.**

- A.** To be considered, Applicants should submit a complete response to this RFA, providing **one complete copy of the Technical Submittal (along with all requested documents) and one redacted copy of the Technical Submittal** via email to [RA-PWRFAQUESTIONS@PA.GOV](mailto:RA-PWRFAQUESTIONS@PA.GOV). The subject line of the email must state “RFA 12-22 Application.” Email attachments are limited to 10 MB, cumulatively, per email, and files may not be sent in any compressed format. Any attachments exceeding that limit must be sent via separate emails, with each labeled as follows: RFA 12-22 Application Part X of Y (total number of emails).

The Technical Submittal, along with all requested documents, must be in Microsoft Office or Microsoft Office-compatible format. To the extent that the Applicant designates information as confidential or proprietary or trade secret protected in accordance with **Part I, Section I-16** of this RFA, the Applicant must also include one redacted version of the Technical Submittal in Microsoft Office or Microsoft Office-compatible format.

The Applicant shall not distribute its application to any other Applicant, Commonwealth official, or Commonwealth consultant. Each application page should be numbered for ease of reference. An official authorized to legally bind the Applicant to its provisions must sign the application. This requirement is satisfied when the official signs the Application Cover Sheet (**Appendix A** to this RFA) and the Application Cover Sheet are attached to the Applicant’s application. For this RFA, the application must remain valid for the longer of **120** days or until an agreement is fully executed. If the Department selects the Applicant’s application for award, the contents of the selected Applicant’s application will become, except to the extent the contents are changed through negotiations, grant obligations.

By submitting an application, each Applicant specifically waives any right to withdraw or modify it, except as follows. An Applicant may withdraw its application only by written notice received at the Issuing Office’s address for application delivery prior to the exact hour and date specified for application receipt. An Applicant may modify its submitted application prior to the exact hour and date set for application receipt only by submitting a new sealed application or sealed modification that complies with the requirements of this RFA.

- B. Application Format.** Applicants should submit their applications in the format, including heading descriptions, outlined below. To be considered, the application should respond to all application requirements. Applicants should provide any other information thought to be relevant, but not applicable to the enumerated categories, as an appendix to the application. Each application shall consist of a Technical Submittal, as follows:

### **1. Technical Submittal:**

- a.** Applicants should format their responses as outlined in **Part III** and address all

requirements of **Part III**. The Technical Submittal must include the following sections:

- i. Section 1: Application Cover Sheet (**Appendix A**)
  - ii. Section 2: Table of Contents
  - iii. Section 3: Work Statement, in response to **Part III, Section III-3**
- b. Complete, sign and include **Attachment L, Lobbying Certification Form** and, if needed, the **Disclosure of Lobbying Activities**;
  - c. Complete, sign and include **Appendix D, Worker Protection and Investment Certification Form**; and
  - d. Complete, sign and include **Appendix B, Federal Funding Accountability and Transparency Act** form.

Applications should adhere to the following format:

- a. Pages should be 8.5 by 11 inches with right and left margins of one inch; and be double-spaced.
- b. Applicant should use Arial or Times New Roman font with a type size of 12.
- c. Section headings, shown in this **Part I, Section I-11.B**, should be used.
- d. Pages should include a page number and identification of the Applicant in the page footer.
- e. Applicant should specifically reference materials provided in any appendix by page numbers in the body of the application.
- f. Exceptions for project and font size are permissible for project schedule (Microsoft Project) or for graphical exhibits and materials in appendices which may be printed on white paper with dimensions of eleven by seventeen inches.

The Department may request additional information, which, in the Department's opinion, is necessary to verify that the Applicant's competence, number of qualified employees, business organization, and financial resources are adequate to perform according to the RFA.

The Department may make investigations as deemed necessary to determine the ability of the Applicant to perform the Project, and the Applicant shall furnish all requested information and data. The Department may reject any application if the evidence submitted by, or investigation of, such Applicant fails to satisfy the Department that the Applicant is properly qualified to carry out the obligations of the RFA and to complete the Project as specified.

**I-12. Economy of Preparation.** Applicants should prepare applications simply and economically, providing a straightforward, concise description of the Applicant's ability to meet requirements of this RFA.

**I-13. Alternate Applications.** The Department has identified the basic approach to meeting its requirements. The Department will not accept alternate applications.



- I-14. Discussions for Clarification.** Applicants may be required to make an oral or written clarification of their applications to the Department to ensure thorough mutual understanding and Applicant responsiveness to the requirements of this RFA. The Department will initiate requests for clarification. Clarifications may occur at any stage of the evaluation and selection process, prior to the award of an agreement.
- I-15. Prime Grantee Responsibilities.** The grant will require the selected Applicants to be responsible for all services offered in its application whether it produces them itself or by subcontract. The Department will consider the selected Applicants to be the sole points of contact with regard to Project matters.
- I-16. Application Contents.**
- A. Confidential Information.** The Commonwealth does not require, and is not requesting, that Applicants include confidential proprietary information or trade secrets as part of their applications. Except as provided, Applicants should not label applications as confidential or proprietary or trade secret protected. Any Applicant who determines that its application cannot be evaluated properly without including such information must submit the signed written statement described in **Part I, Section I-11.A** of this RFA, which removes only confidential proprietary information and trade secrets, for required public disclosure purposes.
  - B. Commonwealth Use.** All material submitted with an application shall be considered the property of the Commonwealth and may be returned only at the Department's option. Regardless of whether any particular application becomes part of a grant, the Commonwealth has the right to use any or all ideas presented in any application, which are not protected by intellectual property rights. Notwithstanding any Applicant's copyright designations, the Commonwealth shall have the rights to make copies, to distribute applications internally, and to comply with public record or other disclosure requirements under the provisions of any Commonwealth or United States statute or regulation, or rule or order of any court of competent jurisdiction.
  - C. Public Disclosure.** After the awards of agreements pursuant to this RFA, all applications are subject to disclosure in response to a request for public records made under the Pennsylvania Right-to-Know-Law, 65 P.S. § 67.101, *et seq.* If an application contains confidential proprietary information or trade secrets, a signed written statement to this effect must be provided with its submission in accordance with 65 P.S. § 67.707(b) in order for the information to be considered exempt from public records requests under 65 P.S. § 67.708(b)(11). Please see **Appendix C** of this RFA for a **Trade Secret Confidential Proprietary Information Notice Form** that may be utilized as the signed written statement, if applicable.
- I-17. Notification of Selection.** The Department will notify each Applicant of its selection or non-selection for grant award, after the Department has determined, taking into consideration all of the evaluation factors, the applications that are most advantageous to the Department.

- I-18. News Releases.** Applicants shall not issue news releases, Internet postings, advertisements, or any other public communications pertaining to the Project without prior written approval of the Department, and then only in coordination with the Department.
- I-19. Restriction of Contact.** From the issue date of this RFA until the Department selects an application for award, the Issuing Officer is the sole point of contact concerning this RFA. Any violation of this condition may be cause for the Department to reject the offending Applicant's application. If the Department later discovers that an Applicant has engaged in any violations of this condition, the Department may reject that offending Applicant's application or rescind its grant award. Applicants shall not distribute any part of their applications beyond DHS. An Applicant who shares information contained in its application with other Commonwealth personnel or consultants or competing Applicant personnel may be disqualified.
- I-20. Department Participation.** Selected Applicants shall provide all services, supplies, facilities, and other support necessary to complete the Project, except as otherwise provided in this **Part I, Section I-20** of this RFA. The Department will provide a contract monitor who will be each selected Applicant's primary contact and resource for issues related to the Project, as well as any general questions.
- I-21. Term of Agreement.** The term of the agreement will commence on the Effective Date and will end on June 30, 2024. DHS will fix the Effective Date after the grant has been fully executed by the selected Applicant and by the Commonwealth and all approvals required by Commonwealth grant procedures have been obtained. No selected Applicant shall start the performance of any work prior to the Effective Date of the Agreement and the Commonwealth shall not be liable to pay any selected Applicant for any service or work performed or expenses incurred before the Effective Date.
- I-22. Applicant's Representations and Authorizations.** By submitting its application, each Applicant understands, represents, and acknowledges that:
- A.** All of the Applicant's information and representations in its application are material and important, and the Department will rely upon the contents of the application in awarding the agreement. The Commonwealth may treat any misstatement, omission, or misrepresentation as fraudulent concealment of the true facts relating to the application, punishable pursuant to 18 Pa. C.S. § 4904.
  - B.** The Applicant has arrived at the price(s) and amounts in its application based on **Section I-3** of this RFA.
  - C.** The Applicant has not attempted, nor will it attempt, to induce any firm or person to refrain from submitting an application for this agreement, or to submit an application higher than this application, or to submit any intentionally high or noncompetitive application or other form of complementary application.
  - D.** The Applicant makes its application in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or

other noncompetitive application.

- E.** To the best knowledge of the person signing the application for the Applicant, the Applicant, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last **four** years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding or proposing on any public contract, except as the Applicant has disclosed in its application.
  - F.** To the best knowledge of the person signing the application for the Applicant and except as the Applicant has otherwise disclosed in its application, the Applicant has no outstanding, delinquent obligations to the Commonwealth including, but not limited to, any state tax liability not being contested on appeal.
  - G.** The Applicant is not currently under suspension or debarment and has not been precluded from participation in a federally funded healthcare program by the Commonwealth, any other state, or the federal government. If the Applicant cannot so certify, then it shall submit along with its application a written explanation of why it cannot make such certification.
  - H.** The Applicant has not made, under separate contract with the Department, any recommendations to the Department concerning the need for the services described in its application or the specifications for the services described in the application.
  - I.** Each Applicant, by submitting its application, authorizes Commonwealth agencies to release to the Commonwealth information concerning the Applicant's Pennsylvania taxes, unemployment compensation, and workers' compensation liabilities.
  - J.** Until the selected Applicant receives a fully executed and approved written agreement from the Department, there is no legal and valid agreement, in law or in equity, and the Applicant shall not begin to perform.
  - K.** The Applicant is not currently engaged and will not during the duration of the agreement engage, in a boycott of a person or an entity based in or doing business with a jurisdiction which the Commonwealth is not prohibited by Congressional statute from engaging in trade or commerce.
- I-23. Use of Electronic Versions of this RFA.** This RFA is being made available by electronic means. If an Applicant electronically accepts this RFA, the Applicant accepts full responsibility to ensure that no changes are made to this RFA. If conflict exists between a version of this RFA in the Applicant's possession and the Department's version of this RFA, the Department's version shall govern.

## PART II

### CRITERIA FOR SELECTION

- II-1. Mandatory Responsiveness Requirements.** To be eligible for selection, an Applicant must:
- A. Submit an application such that it is timely received by the Department (see **Part I, Section I-10**);
  - B. Properly sign its application (see **Part I, Section I-11**); and
  - C. Be an HHA, that is licensed by the Pennsylvania Department of Health and provides services to the pediatric shift nursing patients through the Department's HCBS waiver program.
- II-2. Technical Nonconforming Applications.** The three Mandatory Responsiveness Requirements set forth in **Section II-1** are the only RFA requirements that the Commonwealth will consider to be *non-waivable*. The Department may, in its sole discretion, (1) waive any other technical or immaterial nonconformities in an application, (2) allow the Applicant to cure the nonconformity, or (3) consider the nonconformity in the scoring of the Applicant's application.
- II-3. Evaluation.** The Department has developed a process to review and evaluate timely submitted applications. The Department will notify in writing of its selection the responsible Applicant(s) whose application is determined to be the most advantageous to the Commonwealth as determined by the Department after taking into consideration all review criteria.
- II-4. Review Criteria.** The Department will review the applications and determine compliance with the following factors:
- A. The Department will reject any application that is not properly signed by the Applicant and is not submitted by an eligible HHA, as indicated in **Part II, Section II-1**.
  - B. The Applicant has submitted only one application per eligible HHA. Any application in excess of this amount will be rejected.
  - C. The application is complete, including the address and the legal ownership of the HHA.
  - D. The Applicant submitted a timeline that shows resource allocation to achieving Milestone 3 by June 30, 2024.
  - E. The Applicant serves Pennsylvania Pediatric Shift Nursing patients.
- II-5. Applicant Responsibility.** To be responsible, an Applicant must submit a responsive application and possess the capability to fully perform the agreement requirements, in all respects, and the integrity and reliability to assure good faith performance of the agreement.

The Department will award an agreement only to an Applicant determined to be responsible in accordance with the most current version of Commonwealth Management Directive 215.9, Contractor Responsibility Program.

**II-6. Award.**

- A. The Department intends to award grants to multiple qualified Applicants as a result of this RFA.
- B. The Department only intends to award funds for one corporate CEHRT per Applicant, not for each local office or location of an Applicant.
- C. The Department may award grant funding for fewer than all Applicants.
- D. The Department cannot award funds to an Applicant for onboarding milestones achieved prior to start of the grant performance period.
- E. For each Applicant the Department will award grant funding up to the following amount: \$100,000.
- F. The Department will pay the selected Applicants the following fees for each milestone upon the Department's acceptance of completion of the milestone.

Opportunity	Milestones			Total
	Contract for CEHRT	Installing CEHRT	Meaningfully Using CEHRT	
EHR Incentive Program	\$10,000	\$50,000	\$40,000	\$100,000

## PART III

### TECHNICAL SUBMITTAL

#### III-1. Requirements.

**A. Applicant Requirements.** To participate in the EHR Incentive Program and to receive grant funding, Applicants must meet the following requirements:

1. Applicants must be an HHA licensed by the Pennsylvania Department of Human Services.
2. Applicants must provide services to the Department's Pediatric Shift Nursing Program patients. A listing of home health providers, who served pediatric shift nursing patients in calendar year 2020 is available on the eHealth website at: <https://www.dhs.pa.gov/ehealth/Documents/Pediatric%20Shift%20Nursing%20HH%20%20Providers%20CY2020.pdf>.
3. Applicants must describe how they will meet the requirements for the applicable Milestones.

#### **B. Valid Use of Grant Funds.**

1. Selected Applicants may use EHR Grant Program funds for reimbursement for project management, legal activities, CEHRT fees, configuration, testing, workflow integration, training, and go-live support for users.
2. Selected Applicants must use grant funds for activities that are valid under the terms of this grant.
3. Selected Applicants may expend grant funds directly or use them to reimburse their CEHRT vendor for its valid incurred expenses.
4. The Department will not reimburse a selected Applicant for any work it will be reimbursed for by any other federal, state, or other source of funding.
5. The Department will not reimburse selected Applicants under this grant program for work already paid for using any other source of funding.
6. The Department will reimburse selected Applicants only for services provided and costs incurred during the term of the Grant Agreement. If any of the milestones have been completed prior to the grant application, this grant will only reimburse for milestones completed during the performance period of this grant.
7. Costs must be tracked at the program level. Grants awarded pursuant to this RFA are subject to **Audit Clause D**, which is provided as **Attachment A to Appendix G**.

- C. Grantee Law Compliance.** Selected Applicants shall comply with all applicable laws, regulations, policies, terms, and requirements, including those related to the Health Insurance Portability and Accountability Act of 1996, Pub.L. 104–191, 110 Stat. 1936, and the Health Information Technology for Economic and Clinical Health of the American Recovery and Reinvestment Act of 2009, 42 U.S.C. Chapter 156.
- D. Lobbying Certification and Disclosure of Lobbying Activities.** This Project will be funded, in whole or in part, with federal monies. Public Law 101-121, Section 319, prohibits federal funds from being expended by the recipient or by any lower tier subrecipients of a federal contract, grant, loan, or a cooperative agreement to pay any person for influencing, or attempting to influence a federal agency or Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, or entering into any cooperative agreement. All parties who submit applications in response to this RFA must sign the “Lobbying Certification Form,” (attached as **Attachment L**), and if applicable, complete the “Disclosure of Lobbying Activities” form (also included in **Attachment L**). The signed form(s) must be included in the Technical Submittal.
- E. Worker Protection and Investment.** Pursuant to Executive Order 2021-06, *Worker Protection and Investment* (October 21, 2021), the Commonwealth is responsible for ensuring that every Pennsylvania worker has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with all applicable Pennsylvania state labor and workforce safety laws. Such certification shall be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal, or quote. The form is attached as **Appendix D**.

**III-2. Tasks.** The Applicant must provide details demonstrating that it has met the requirements of each milestone by June 30, 2024.

- A. Milestone 1: Contract with CEHRT Vendor** – Selected Applicants must contract with a vendor for 2016 CEHRT and provide the Department with a vendor letter or contract that confirms the Applicant has contracted for, or has purchased, 2016 CEHRT including the ONC certification number for the selected technology.
- B. Milestone 2: Installing CEHRT** – Selected Applicants must install 2016 CEHRT with at least one clinical decision support function. Selected Applicants must complete a CEHRT Installation Attestation form (**Appendix E**) and submit it with an invoice in the format provided by DHS to confirm completion of this milestone.
- C. Milestone 3: Meaningfully Using CEHRT** – Selected Applicants must demonstrate meaningful use of 2016 CEHRT (as defined by the Centers for Medicare & Medicaid Services) interoperability with a P3N certified HIO. Selected Applicants must complete a Meaningful Use Attestation form (**Appendix F**) and submit it and a Security Risk Assessment with an invoice in the format provided by DHS to confirm completion of this milestone.

Once a milestone is achieved with respect to a given Applicant, and the Applicant has provided the Department with written evidence of achievement of that Milestone, the relevant selected Applicant may submit an invoice for the Milestone amount using the invoice format provided by the Department.

**III-3. Work Statement.** Applicants must complete the Work Statement attached as **Rider 2**. All responses must be typed.



**WORK STATEMENT  
(RIDER 2)**

**EHR Incentive Program**

Applicants must complete the chart below and provide the requested information for items **A.1-A.2.**

<b>Project Information</b>		
<b>Legal Business Name of Applicant</b>		
<b>Applicant Business Address</b>		
<b>Applicant Organization Type (e.g., Corporation, LLC, d/b/a)</b>		
<b>Unique Entity Identifier</b>		
<b>NPI</b>		
<b>Contact Name</b>		
<b>Email Address</b>		
<b>Phone Number</b>		
<b>Attestation – Applicant provides services to Pediatric Shift Nursing Patients in Pennsylvania (YES or NO)</b>		
<b>Average annual number of Pediatric Shift Nursing Patients served by the Applicant</b>		
	<b>Place an “R” in the box below for milestones that are being requested or an “A” in the box if the milestone has already been achieved.</b>	<b>Place dollar amount below for each milestone requested. The maximum available for each eligible Applicant is \$10,000 for Milestone 1, \$50,000 for Milestone 2, and \$40,000 for Milestone 3.</b>
<b>Milestone 1 (Contracting for CEHRT)</b>		
<b>Milestone 2 (Installing CEHRT)</b>		
<b>Milestone 3 (Meaningfully using CEHRT)</b>		

**A. Project Specifics.**

- 1. Implementation Plan and Timeline.** Applicants must submit an implementation plan for achieving all applicable milestones (address all tasks required to achieve applicable milestones as outlined in **Part III, Section III-2**). Selected Applicants must complete all Milestones activities during the term of the Grant Agreement. Each Applicant must detail its approach to achieving applicable milestones, including but not limited to, how it will allocate resources and personnel. Applicants must also specify the anticipated length of time for each requested Milestone.
- 2. P3N participation.** Applicants must describe their approach to achieving meaningful use of CEHRT and their sharing of care plans with a P3N Certified HIO.