

**ROCKINGHAM COUNTY REHABILITATION & NURSING CENTER**  
**REQUEST FOR PROPOSALS FOR MEDICARE CLAIM SUBMISSIONS AND REVENUE MANAGEMENT**  
**FOR THE TERM OF JULY 01, 2019 –JUNE 30, 2021**

You are hereby invited to submit proposals for Medicare Claim Submissions and Revenue Management, as specified in this Request for Proposal (RFP).

The information necessary to complete the proposal is listed below of this invitation.

Technical questions should be directed to Janice Demers, Fiscal Service Director at (606) 679-9302, Questions on procedures can be directed to the Commissioner's Office at (603) 679-9350.

**Proposal Instructions:**

**Four (4) copies of the proposal should be submitted in a sealed envelope marked (RFP: Medicare Claim Submissions) to the Board of Rockingham County Commissioners, 119 North Road, Brentwood, NH 03833. Proposals must be submitted to the above address no later than 3:00 p.m. on Thursday, March 7, 2019 to be eligible for consideration.**

Other forms of submission (fax or email) will be rejected. Proposals received after the deadline will be rejected.

**Proposal Openings:**

Proposals will be opened publically at a regular scheduled Meeting of the Board of Rockingham County Commissioners in the Commissioners Conference Room of the Rockingham County Rehabilitation & Nursing Center, 117 North Road, Brentwood, NH 03833 on Tuesday, March 12, 2019 at 10:00 a.m. Proposals will be taken under advisement at that time and will be awarded as soon as a complete review and comparison of the proposals received has been made by the Board of Commissioners.

**Proposal Award:**

The proposal(s) will be formally awarded and announced publically at a regular scheduled Meeting of the Board of Rockingham County Commissioners held in the Commissioners' Conference Room located in the Rockingham County Rehabilitation & Nursing Center, 117 North Road, Brentwood, NH 03833. Formal notification of proposal award to all proposers will occur immediately thereafter.

**RFP Prices:**

RFP prices are to remain in effect for a period of 60 days from opening date of the proposal and are to remain firm once proposal is awarded to the successful proposer(s).

**Performance Clause:**

In the event that the successful awarded proposer/Rockingham County should default in the observance of the stipulations set forth in the Request for Proposal and any attachments thereto and such default is not corrected within 30 days of written notice from either party, the successful awarded proposer/Rockingham County shall have the option of canceling the proposal.

### **Contractual Obligations:**

In the event that contracts for the supply of materials, equipment, or services are required under the bid, the Board of Rockingham County Commissioners reserves the right to review said contracts and amend to comply with county legal requirements prior to signing by the appointed representative of the Board of Rockingham County Commissioners. All contracts entered into by Rockingham County are required to contain Non-Appropriation and Indemnification clauses. Sample language is provided below.

#### *Non-Appropriation*

Rockingham County is obligated to pay only such contract amounts that can lawfully be made from funds budgeted and appropriated for that purpose during Rockingham County's then current fiscal year, subject to annual approval by the Rockingham County Delegation. Should Rockingham County fail to budget, appropriate, or otherwise make available funds to make payments under this contract, such contract shall be deemed terminated at the end of the then current term. Rockingham County agrees to deliver prompt notification after any decision to non-appropriation is made, but failure to give such notice will not extend the term beyond such Original or Renewal Term.

#### *Indemnification*

To the fullest extent permitted by law, (ORGANIZATION) shall protect, indemnify, save, defend and hold harmless Rockingham County, including its officials, agents, volunteers and employees, ("Indemnified Parties"), from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs, interest and expenses, including but not limited to reasonable attorney and paralegal fees, which Indemnified Parties may become obligated or suffer by reason of any accident, bodily injury, personal injury, death of person, or loss of or damage to property, arising indirectly or directly under, out of, in connection with, or as a result of this Contract or the activities of (ORGANIZATION) or its agents, employees, contractors or subcontractors, and even if caused in whole or in part by any negligent or intentional act or omission of Indemnified Parties.

In addition, and regardless of respective fault, (ORGANIZATION) shall defend, indemnify and hold harmless the Indemnified Parties for any costs, expenses and liabilities arising out of a claim, charge or determination that (ORGANIZATION) officers, employees, contractors, subcontractors or agents are employees of the Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any other similar obligation associated with an employment relationship.

(ORGANIZATION'S) obligations to defend, indemnify and hold harmless the Indemnified Parties hereunder shall survive the term of this Contract.

Rockingham County shall not be required to defend or indemnify (ORGANIZATION) or its agents, employees, contractors or subcontractors or any professional service provider.

**NOTE:**

The Board of Rockingham County Commissioners reserves the right to accept or reject any and all proposals or parts thereof, to accept the proposal which they deem to be in the best interest of Rockingham County and to waive any bid formality.

Sincerely,

A handwritten signature in cursive script, appearing to read "S. Woods".

Steven Woods, Long Term Care Services Director  
Rockingham County Rehabilitation & Nursing Center  
117 North Road  
Brentwood, NH 03833  
Direct: 603-679-9300  
Bus: 603-679-5335  
Fax: 603-679-9307  
Email: [swoods@co.rockingham.nh.us](mailto:swoods@co.rockingham.nh.us)

Enclosed: Attachment

## **REQUEST FOR PROPOSAL**

**TWENTY FOUR (24) MONTH FIRM PRICING: 07/01/19 TO 06/30/21**

We are a Skilled Nursing/Rehab facility that sends on average 100-300 claims per month to Medicare A, B and Managed Care Companies. We are requesting a proposal for the services you render as well as pricing for these services. Listed below is a list of items requested but are not limited to items that you may include in this proposal.

1. Eligibility Verification – real time Medicare eligibility.
2. All Payer Eligibility.
3. Claims Reporting and Analytics.
4. Claims Correction.
5. Connecting to the Medicare DDE.
6. Claims Submission.
7. MSP claim editing and submission.
8. Retrieval of 835 payment remits.
9. HIPAA Compliant.
10. Web based.
11. Preferably integrates with Point Click Care.



# ROCKINGHAM C O U N T Y

## *Rehabilitation and Nursing Center*

**Please complete the requested information below and return with your bid – this must be legible to be eligible for consideration.**

RFP Product or Service you are submitting bid for:

\_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Bidding Rep Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Tax ID #: \_\_\_\_\_

Follow up information will be available via our website:

[www.rockinghamcountynh.org](http://www.rockinghamcountynh.org)

RFP/Bidding  
2019 Results