



**Request for City Council Committee Action  
From the Department of Health & Family Support**

**Date:** August 17, 2006

**To:** ~~HEALTH, ENERGY & ENVIRONMENT COMMITTEE~~  
**Referral to:** WAYS & MEANS/BUDGET COMMITTEE

**Subject:** REQUEST TO ISSUE AN RFP FOR SCHOOL BASED CLINIC BILLING SERVICES

**Recommendation:**

Council authorization for the proper City officials to Issue a Request for Proposals for School Based Clinic billing, data management, and consulting services for up to three school years contingent upon program needs, funding, and performance, with services funded by SBC revenue from third party payors.

**Previous Directives:**

None

**Prepared or Submitted by:** Becky McIntosh, Director of Planning & Administration  
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**Approved by:**

Gretchen Musicant, Commissioner of Health

**Permanent Review Committee (PRC):** Approval  Not Applicable

**Policy Review Group (PRG)** Approval  Date of Approval  Not Applicable

**Presenters in Committee:** Coral Garner, Director of Community and Public Health Initiatives

**Financial Impact (Check those that apply)**

No financial impact (If checked, go directly to Background/Supporting Information).

**Background/Supporting Information Attached**

The Department is requesting to issue a Request for Proposals for billing, data management, and consulting/training services for the School Based Clinic (SBC) program. The proposal would cover the three school years of 2006-07, 2007-08, and 2008 through August 31, 2009. These services will be paid using revenue collected from third party billing for SBC services.

Funding sources for the SBC program are either flat or declining even as the demand for services increases, and a number of years ago the department made a decision to invest in the capacity to bill Medical Assistance, HMOs, and other payors for the cost of services to their members served by the SBC program. Until now these costs have been managed with an under \$50,000 grant agreement. With the increasing cost of doing billing, and the expansion of the billing program to also include immunizations provided through the Family Connection Center (formerly the New Families Center), a contractor for the next three school years needs to be determined through a competitive process.