

Referral Lab Testing Services - Northeast Delta Human Services Authority

RFx #3000021496

Attachment B - Specifications

SERVICES TO INCLUDE ALL OF THE FOLLOWING:

SPECIMEN TRANSPORT

Specimens shall not be processed in any manner of transport that may potentially cause damage or degradation to the specimen or takes more than six (6) hours to reach the Contractor's testing location.

EQUIPMENT & SUPPLIES

Contractor shall provide all equipment, software, supplies, forms, etc., necessary for the collection, labeling, and transporting of lab specimens for the period of the contract.

Contractor is to provide an estimated one-hundred and fifty (150) of urine cups with sealing lids and that allow for identification labels. Urine tubes and a suction needle are also to be supplied for the transfer of urine to tubes, as needed.

All replacement supplies requested are to be delivered within forty-eight (48) hours of request.

Contractor will supply Northeast Delta Human Services Authority with a computer capable of receiving test results through a secure, direct connection to the Contractor's system. THIS SECURE CONNECTION SHALL BE INDEPENDENT OF NORTHEAST DELTA HUMAN SERVICES AUTHORITY'S COMPUTER NETWORK. While on-line access to lab services is expected, the Contractor-provided computer must also be capable of serving as an alternative back up service onsite with daily backups, onsite data storage, and the ability to order and receive lab results.

REPORTING OF TEST RESULTS

Contractor is to furnish all lab results within twenty-four (24) hours to the clinics. "Stat" reports shall be received by fax within three (3) hours of receipt of test specimen.

Lab results shall be made available to the Northeast Delta Human Services Authority computer furnished by the Contractor with secure on-line viewing within twenty-four (24) hours and Contractor shall fax when necessary or requested. Labs shall be available via secure on-line site as well as available in format compatible with Electronic Medical Record/Electronic Health Record (EMR/EHR) systems for most providers (HL-7 (Health Level 7)).

CONTRACTOR LICENSING REQUIREMENTS

Laboratory shall be licensed to perform medical laboratory analysis under the provisions of the Clinical Laboratories Improvement Act of 1967 (42 U.S.C. 263A). Laboratories for this contract must be currently licensed, and maintain license throughout the contract period.

Laboratory must also have an accreditation certificate by the College of American Pathologists

(CAP) or The Joint Commission. Laboratory must have been accredited for at least the previous ten (10) years and must maintain accreditation throughout the contract period.

Legible copies of the CLIA license and accreditation certificate must be provided within three (3) business days of the bid opening date, if not included in the bid packet.

Contractor shall also be licensed with a Board Certified (Anatomic and Clinical) Pathologist to review all results and be available for consultation on laboratory results or clinical problems.

OUTSIDE TESTING

In the event that the test are not performed in the Contractor's own laboratory and are sent to an outside lab(s), there will be no additional referral charge. The certification and licensing requirements for the outside lab(s) are the same as those specified for the contract laboratory.

BILLING

Contractor shall handle all financial arrangements for services under this agreement and bill Medicare/Medicaid and accept assignment for full payment of these charges.

Contractor shall be required to enroll or contract with all Managed Care Organizations (MCOs) that are contracted with the Louisiana Department of Health's (LDH) Healthy Louisiana Program and with LDH-OBH's (Office of behavioral health) behavioral health partnership Contractor, Remarkable Health and WayStar. Billing for all Medicaid recipients that are enrolled as members of one of the MCO's or whose care is coordinated and covered by Remarkable Health and WayStar must be submitted to the MCO or Remarkable Health and WayStar for consideration and payment in accordance with the authorization and billing requirements of the MCO or Remarkable Health and WayStar. Contractor will be responsible for billing Medicare patients and legacy Medicaid patients that are not covered by Remarkable Health and WayStar or one of the managed care organizations (MCOs).

LABORATORY TESTING SERVICES, AS NEEDED FOR THE NORTHEAST DELTA HUMAN SERVICES AUTHORITY (HSA), LOCATED AT THE FOLLOWING LOCATIONS:

**Northeast Delta Human Services Authority (Billing Address)
2513 Ferrand St
Monroe, LA 71201**

**Monroe Behavioral Health Clinic
4800 South Grand St
Monroe, LA 71202**

**Bastrop Behavioral Health Clinic
451 East Madison Ave
Bastrop, LA 71220**

**Columbia Behavioral Health Clinic
5159 Hwy 4 East
Columbia, LA 71418**

**Ruston Behavioral Health Clinic
602 East Georgia Ave
Ruston, LA 71270**

**Winnsboro Behavioral Health Clinic
1301 Landis St, Ste B
Winnsboro, LA 71295**

**Tallulah Behavioral Health Clinic
1012 Johnson St
Tallulah, LA 71282**

Contractor must have an accessible location in Monroe or West Monroe, Louisiana, for client lab services. Contractor will perform all laboratory tests as requested for which the Contractor has facilities or arrange for specimen referral to a certified reference laboratory for those tests that cannot be performed by the Contractor. Contractor is to provide a phlebotomist at the clinics as arranged and requested, to be at least once per month, or have a local site available.