



Office of Purchasing and Distribution

CORPUS CHRISTI INDEPENDENT SCHOOL DISTRICT

P.O. Box 110 Corpus Christi, Texas 78403-0110 • 801 Leopard Street
Office: 361/695-7350 Fax: 361/886-9192
Website: www.ccisd.us

ADDENDUM #3 TO

**WORKERS' COMPENSATION THIRD PARTY ADMINISTRATOR AND MEDICAL
COST CONTAINMENT MANAGEMENT
REQUEST FOR PROPOSAL (RFP # FY19-P-0037)**

Date: May 31, 2019

The following items are hereby amended in Request for Proposal FY19-P-0037:

1. Submitted questions and responses have been provided below.

Arnulfo Gonzalez
Director for Purchasing and Distribution

All other terms and conditions remain unchanged.

If you should have any questions please contact Tracy.Garza@ccisd.us

A COPY OF THIS ADDENDUM MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL:

VENDOR ADDRESS ZIP

SIGNATURE TELEPHONE DATE

Question 1: What is the current annual TPA fee?

Response: An annual fee is paid to the incumbent TPA and should be included in each responder's proposal based on information given in the RFP.

Question 2: How many indemnity and medical only adjusters does the District have?

Response: CCISD currently has 1 full-time indemnity adjuster and 1 part-time medical only adjuster.

Question 2A: Does the District wish to keep the current adjusting staff?

Response: Yes, but for the purposes of this RFP, there will only be one (1) named person claims unit for all indemnity and medical only cases.

Question 2B: If so, what is/are their salary requirement(s)?

Response: The proposer will provide quotes in the Flat Fee (Annual) section of the RFP to account for the adjuster's salary (taking into consideration, when quoting the price, the value of the facilities and services, which will be provided to the TPA).

Question 3: On page 18 of the RFP under the "Minimum Standards and Scope of Services – Medical Cost Management" section, the first bullet point indicates that the District wants an individual placed at the District in the District office that can handle bill, review, utilization review, peer review, pre-authorization, case management, vocational and rehabilitation evaluation, discharge planning, return to work program, etc. Does the District currently have an individual onsite that performs all of these services?

Response: No, CCISD currently utilizes 2 adjusters for the claims only and the adjusters can, when appropriate, assist the TPA staff with the coordination of bill reviews, utilization reviews, peer reviews, pre-authorizations, case management, vocational and rehabilitation evaluations, discharge planning, and assist with the return to work program.

Question 4: Because of the specialties and licenses required, would the District entertain a different option?

Response: The one (1) named person claims unit for all indemnity and medical only cases will handle the workers comp cases and the TPA will be responsible for the bill reviews, utilization reviews, peer reviews, pre-authorizations, case management, vocational and rehabilitation evaluations, discharge planning, and assist with the return to work program.

Question 5: Is the physical location of this employee a flexible requirement?

Response: The physical location of this employee is not a flexible requirement. The one (1) adjuster will work at the CCISD administration office.

Question 6: On page 25 of the RFP, Question 3 asks if we have access to a 1305 Certified Network or a 504 Physician Panel; however, on page 26 of the RFP, Question 1 states the awarded vendor must be able to integrate with My Texas Direct, the

504 Physician Panel utilized by the District. Is this District wanting us to quote how we would integrate with My Texas Direct and, if we have access to a different 504 Physician Panel, provide an alternate quote for that as well?

Response: CCISD will utilize the My Texas Direct, the 504 Physician Panel. No alternate quote is needed for access to a different 504 Physician Panel.

My Texas Direct was created through an interlocal agreement and therefore, is an Administrative Agency to assist governmental entities in providing workers' compensation medical benefits in accordance with Chapter 504 of the Texas Labor Code. My Texas Direct will allow access to other TPA's for the purposes of managing the workers' compensation claims for the Corpus Christi ISD.

The services required will include but may not be limited to:

- The ability to upload the contracts and fees for bill auditing purposes,
- Adhering to the preauthorization requirements customized by My Texas Direct
- Responding to any and all Data Calls from TDI-DWC
- Providing analysis of the outcomes as a result of the participation of the District within the 504 in the form of a report card
- Coordinating activities with the My Texas Direct Board, or the designated administrator, as it relates to any issues or complaints made by any part to the District's claims

Question 7: Clarification request of the activity statistics listed on page 32 of the RFP. Can you please confirm what is represented in the costs associated with medical cost containment activity? For example, for medical bill review, we interpret that CCISD had a total of 1,352 medical bills that were audited for the period 1/1/18 through 1/1/19. What is represented by the \$202,132?

Response: The \$202,132 represents audited medical provider payments for the period of 1/1/18-1/1/19. And so on, the Hospital Bill Review \$83,365 represents audited hospital payments for the period of 1/1/18-1/1/19.

Clarification on section below:

“Provide, through the placement of an individual approved by The District within The District office, bill review, utilization review (prospective, concurrent, retrospective, pre-procedure), peer review, pre-authorization, case management, vocational and rehabilitation evaluation, discharge planning, return to work program, identification of catastrophic illnesses or injury, and other workers' compensation medical cost management related services. The services offered must be in compliance with Texas Workers' Compensation Act, rules and regulations.”

Question 1: Is this individual expected to provide all of the services listed as stated above?

Response: The services listed above will be the responsibility of the TPA. The adjuster will, when appropriate, assist in the coordination of the above services.

Question 2: Do we need to find an adjuster/account manager that lives and works in Corpus? Or would Texas work?

Response: The adjuster currently on-site will be carried by the TPA as their employee, salary funded by CCISD through the TPA's administrative fees. This adjuster will work out of the CCISD Administration Building and be provided by the District, office space, furniture, phone and phone lines, computer hardware, postage, and supplies.