

# Indigent Health Care Update

July 25, 2023

# Inmate Medical Services

Medical services for inmates at the Jail are contracted out

Outside services are negotiated with the providers by the Jail medical provider

Hospital services have been negotiated at Medicaid rates with Piedmont Hospital (over 800 patient encounters, billed \$725,792, paid \$67,653, balance due \$658,139)

Invoices for outside services are submitted to the Jail medical provider for processing and submitted to the Sheriff's Office for reimbursement

# EMTALA

- Emergency Medical Treatment and Active Labor Act
  - Federal Act passed in 1986
  - Requires hospital emergency departments that accept Medicare to provide a screening and stabilize the patient
  - Prevents transferring patients that need emergency care except when a transfer is required to stabilize the patient

# State of Georgia Indigent Care Trust Fund

- Program for hospitals who provide services to indigents to be compensated a percentage of the uncompensated care provided
- Every hospital pays into the trust fund
- Reporting required to be submitted and reviewed by a consultant of the state
- Payment received 3 years after service is provided
- Not a reimbursement of claims so it is not comparable to the city's Indigent Health Care Program

# Procurement Process

<b>Purchase Limits for a single item/purchase not under annual contract</b>	
Less than \$1,000	No competitive process required
\$1,001 to \$5,000	3 written quotes
\$5,001 to \$24,999.99	Sealed quotations (no formal advertisement)
Over \$25,000	Competitive sealed formal bid process or competitive proposals (formal advertisement)

# Purchases over \$25,000

- Development of Specifications
  - Request for Bids (RFB)
  - Request for Proposals (RFP)
- Formal advertisement
- Notice at least 15 business days before the due date
- Bids are opened publicly and awarded based on the compliance with the bid and price

# Purchases over \$25,000

- Proposals
  - Not opened publicly
  - Evaluation committee is established with voting members, alternative voting members, non-voting members and advisors
  - All information is confidential within the committee until awarded by City Council
  - Committee reviews all proposals, discusses each proposal, could request additional information or clarification, could schedule interviews, could schedule site visits
  - Proposals are evaluated independently by each voting member based on the criteria included in the RFP
  - Committee decides how to proceed after voting is complete
    - Award to top scoring vendor(s)
  - City Council agenda for approval

**SYNOPSIS OF CCG PURCHASING LIMITS & REQUIREMENTS  
FOR ONE-TIME CAPITAL PURCHASES**

*Applicable to the **TOTAL PURCHASE AMOUNT** from a single vendor,  
and goods/service **NOT UNDER ANNUAL CONTRACT***

<p align="center"><b>Purchases Up to \$1,000.00</b></p>	<p><b>Small Purchases: No competition required.</b></p> <ol style="list-style-type: none"> <li>1. <b>Primary purchase instrument – City Purchasing Card</b></li> <li>2. <b>Alternative Purchase instruments:</b> <ol style="list-style-type: none"> <li>a. <b>Purchase Order – PD Document</b></li> <li>b. <b>Petty Cash (\$50.00 or less)</b></li> </ol> </li> </ol> <p><i>*Purchase Authority (final approval): Department</i></p>
<p align="center"><b>Purchases \$1,001 - \$5,000</b></p>	<p><b>Requires one of the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>Cooperative Contract Quote</b></li> <li>2. <b>Written price quotes required from at least 3 vendors. (Departments should request quotes from at least five vendors to obtain at least three (3) quotes. <u>**Quotes can only be obtained by Employees who have attended the Price Quote Training Class. Purchasing will not accept quotes obtained by Employees who have not attended training.</u></b></li> <li>3. <b>Only Known Source Justification</b></li> </ol> <p>Enter a PD Document for the recommended vendor.</p> <p><i>*Purchase Authority (final approval): Purchasing</i></p>
<p align="center"><b>Purchases \$5,001 - \$24,999</b></p>	<p><b>Requires one of the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>Cooperative Contract Quote</b></li> <li>2. <b>Only Known Source Justification</b></li> <li>3. <b>Informal Bid Process administered by Purchasing.</b></li> </ol> <p><i>*Purchase Authority (final approval): City Manager has designated Finance Department Approval (Purchasing, Financial Planning and Finance Director)</i></p>
<p align="center"><b>Purchases \$25,000 and greater</b></p>	<p><b>Requires one of the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>Cooperative Contract Quote</b></li> <li>2. <b>Only Known Source Justification</b></li> <li>3. <b>Formal Bid/RFP process</b></li> </ol> <p><i>*Purchase Authority (final approval): City Council</i></p>



# Bid Communication

All bidders are required to sign this form

Only communicate in writing with the Purchasing Division of the Finance Department

No contact with City Employees, Department Heads, Using Agencies, Evaluation Committee Members, Contracted Personnel Associated with the Project, or **ELECTED OFFICIALS**

- **I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.**

## COMMUNICATION CONCERNING THIS SOLICITATION

**THIS PAGE MUST BE SIGNED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.**

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ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS, INCLUDING NON-CCG EMPLOYEES, CONTRACTED PERSONNEL ASSOCIATED WITH THIS PARTICULAR PROJECT (I.E. ARCHITECTS, ENGINEERS, CONSULTANTS), OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER. IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION. **QUESTIONS AND REQUESTS FOR CLARIFICATION MUST BE SUBMITTED AT LEAST FIVE (5) BUSINESS DAYS BEFORE THE DUE DATE.**

ANY REQUEST/CONCERN/PROTEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

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**I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.**

Vendor Name: \_\_\_\_\_

Print Name of Authorized Agent: \_\_\_\_\_

Signature of Authorized Agent: \_\_\_\_\_



# Indigent Health Care

- Next Steps?

# QUESTIONS

