

Lumetra

Vendor Request for Information

*Electronic Health Record*

**Sample**



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# 1 RFI INTRODUCTION

## 1.1 RFI Organization

Lumetra, the requesting organization, a non-profit company working under contract as the Medicare Quality Improvement Organization (QIO) in the state of California, is leading the Doctors Office Quality – Information Technology (DOQ-IT) project. Pursuant to this project, which seeks to develop a methodology for QIOs to use in assisting physician offices in the adoption and use of electronic systems, Lumetra is issuing this Request For Information (RFI) from vendors of Health Information Technology (HIT) systems. Lumetra will use vendor response to prepare a description of systems and vendor information for use by Medicare Quality Improvement Organizations (QIOs) in providing assistance to physician offices.

The RFI is organized into three sections:

- I. **Intent/General Information** - States the purpose of the RFI and describes the organization and the objectives of the RFI.
- II. **Vendor Information and Instruction** - Provides general RFI information regarding the submission process.
- III. **RFI Template** – A separate document for response containing system requirements. [DOQ-IT RFI Template](#)

### 1.1.1 References

**Data Element Technical Specification – Iowa Foundation for Medical Care (IFMC)**  
<http://www.doqit.org/doqit/includes/docs/DoqitDataElementTechSpec.pdf>

**HIT/HR System Functional Model and Standard – Draft Standard for Trial Use**  
Standard Overview-March, 2004 [www.hl7.org](http://www.hl7.org)

### 1.1.2 Web Sites

Information regarding Lumetra can be obtained from [www.lumetra.com](http://www.lumetra.com). Additional information regarding the DOQ-IT project can be obtained at [www.doqit.org](http://www.doqit.org)

## 1.2 RFI Schedule of Events

Vendor Response will be accepted in an ongoing manner until further notice. Changes in the acceptance timeline of RFIs will be posted no less than 30 days prior to the deadline on the DOQ-IT website [www.doqit.org](http://www.doqit.org). Once submitted, your organization's response can be withdrawn at anytime. By submitting a proposal, your organization agrees to all applicable provisions, terms and conditions associated with this Request for Information.

### 1.3 RFI Intent

The purpose of this RFI is to obtain information from software vendor organizations regarding the functional and technical specifications, and capabilities of their software solutions for inclusion in the DOQ-IT project. The vendor responses will be used as an initial means to introduce participating physician offices to those vendors participating in DOQ-IT.

### 1.4 Statement of Objectives

The RFI is designed to achieve of the following objectives:

- Determine the degree to which the vendor solutions have the capabilities as described by the HL7 System Functional Model and Standard – Draft Standard for Trial Use, March 2004.
- Gain information as to the financial stability of the vendor organization.
- Determine the vendor organization level of experience with the implementation and deployment of their solutions in the small to medium-sized physician practice.
- Determine product viability.
- Determine experience and qualifications of the vendor organization's resources.
- Obtain references.

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Obtain information regarding the total cost of software, hardware, licensing and maintenance.

Obtain information regarding license and maintenance terms and conditions.

Obtain information regarding security, confidentiality, and privacy requirements.

## 2 RFI INFORMATION

### 2.1 Intention to Respond

If your company intends to respond to this RFI, please forward an electronic acknowledgement to the contact below.

Glen Moy – [gmoy@caqio.sdps.org](mailto:gmoy@caqio.sdps.org)

### 2.2 General RFI Instructions

Lumetra will consider a completed and submitted Vendor Response to this RFI as an application to participate in the DOQ-IT project. Each vendor acknowledges and agrees that the Vendor Response is not binding on either the vendor or Lumetra. To this end, each vendor shall include the following provisions in its Vendor Response:

Vendor acknowledges and agrees that

2.2.1 This Vendor Response is a good faith description and representation of the vendor solution capabilities, but does not constitute a binding agreement between the parties.

2.2.2 Lumetra has no obligation to provide guarantee or warranty for any goods and/or services with Lumetra. Any physician, physician practice participating in the DOQ-IT program as a result of this Vendor Response to the

2.3 Participating in the DOQ-IT program does not constitute any agreement or commitment to Lumetra that Vendor, or its product or services, in fact will be selected for purchase or contract by any physician or physician practice group.

### 2.3 Vendor Inquiries – Point of Contact

Any questions, requests for clarification or requests for data in connection with this procurement shall be made to:

Glen Moy  
EHR Implementation Advisor  
Lumetra  
One Sansome Street, Suite 600  
San Francisco, CA 94101  
[gmoy@caqio.sdps.org](mailto:gmoy@caqio.sdps.org)  
(415) 677-8428 office  
(415) 677-8436 fax

## **2.4 Cost of RFI**

Lumetra shall not be responsible or liable for any costs incurred by the vendor organization in the preparation and submission of the response.<sup>[d1]</sup>

## **2.5 Vendor Demonstration**

The vendor may be invited to give a scripted demonstration of the capabilities of the proposed solution to the evaluation team.

## **2.6 Statement of Non-bias**

It is the intent of Lumetra to provide non-biased information regarding the vendor organization EHR products to the participating physician practices. Lumetra in no way will promote a specific vendor or product over another. Information regarding vendor organizations and their products is being collected to provide basic information to participating practices to aid them in their EHR selection process.

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### 3 FUNCTIONAL AND NON-FUNCTIONAL REQUIREMENTS

#### 3.1 Functional Requirements

Lumetra, in conjunction with CMS, has determined that for the purpose of DOQ-IT the functional requirements that will be used for information gathering purposes are the HL7 System Functional Model and Standard – Draft Standard for Trial Use, March 2004.

The HL7 System Functional Model and Standard – Draft Standard for Trial (DSTU) is used for the purpose described with the expressed written permission of the HL7 Board of Directors. As an American National Standards Institute (ANSI) Standards Development Organization (SDO) HL7 develops and publishes standards to facilitate healthcare system-to-system interoperability. Under special circumstances, ANSI allows SDOs to develop and publish a DSTU for the timely expression of requirements not covered by an existing standard. Once published, a DSTU is expected to receive comment which will result in either a revised DSTU or a final normative (non-draft) standard. A DSTU is valid for up to two years or up to six months after the publication of either a revised DSTU or a final normative standard.

Please complete the spreadsheet [HL7 EHR DSTU DOQIT](#) provided. Please indicate those functional requirements that match your system's current functional capabilities. For those capabilities that are not part of your current functionality please indicate whether they are on a current project plan and the expected release date. Functional requirements that have been designated as desired by DOQ-IT have "Y" in the column labeled as such, and the row has been colored yellow. If you do not have the amount of resource that is expended to complete such a document, please indicate that at the minimum these requirements be addressed. If you would like to demonstrate your product's capabilities above and beyond those designated, you are welcome to address those that are not designated as desired.

Your time and effort is greatly appreciated and your input valued. We look forward to developing a relationship with you as we move forward in this effort.