



County of Los Angeles
Department of Mental Health

Network Providers Transition Project
(CPTP)

Electronic Data Interchange (EDI)
Vendor/Biller Selection Criteria
Checklist

Version 1.0

June 2011

DOCUMENT REVISION HISTORY

Version	Release Date	Revised by	Comments/Indicate Sections Revised
Release Version 1.0	06/06/2011	Karen Bollow	Initial Release

**Los Angeles County Department of Mental Health
Contract Provider Transition Project (CPTP)
Vendor/Biller Selection Criteria Checklist
For Network Providers**

With the planned implementation of the new DMH Integrated Behavioral Health Information System (IBHIS) all clinical, financial and administrative data will be exchanged electronically between the FFS2 Network Providers and DMH. Network Providers will no longer be able to submit their claims via Direct Data Entry (DDE). This new process is referred to as Electronic Data Interchange (EDI). This checklist will help the Network Providers in their decision making process as they evaluate options to implement EDI.

Company Profile

- ✓ **Company size (number of employees)**
- ✓ **Market presence/focus (small healthcare providers, mental health, other)**
- ✓ **Annual Revenue/Profit and Loss**
- ✓ **# of total customers, # of LA/DMH customers**
- ✓ **LA/DMH EDI certification status**

Product

- ✓ **Functionality (out-of-the-box, customizations)**
- ✓ **Ease of use, training time required**
- ✓ **Flexibility, provider definability**
- ✓ **Software used (if vendor is a biller)**
- ✓ **Standard payer data, reports and rules (DMH Medi-Cal, Medicare, OHC)**
- ✓ **Implementation plan and timeline**
- ✓ **Status of 5010 upgrade for January 2012**
- ✓ **Certified for Meaningful Use (Yes, No, timeline for ONC Certification)**

Support

- ✓ **Development, testing and implementation support provided/cost**
- ✓ **Support for Federal, State, County modifications (HIPAA 5010, ICD-10, Short-Doyle II, etc.)**
- ✓ **Staffing, hours of operation**
- ✓ **Help Line and Emergency support calls**
- ✓ **Customer references**

Price

- ✓ **Payment options (monthly fees, per transaction fees, lease versus purchase option, other costs)**
- ✓ **First year versus ongoing costs**

- ✓ **5 Year total cost**
- ✓ **Financing options**
- ✓ **Hardware, software, maintenance, contract or vendor services costs**

Hardware/Software Requirements

- ✓ **Technology platform (ASP, SaaS, Hosted, In-house)**
- ✓ **PC Requirements (minimum and recommended PC configuration)**
- ✓ **Hardware Requirements (minimum and recommended hardware configuration)**
- ✓ **Software Requirements (minimum and recommended software configuration)**
- ✓ **Internet Requirements (Internet Browser required, minimum and recommended internet requirements)**