



GEORGIA DEPARTMENT OF
COMMUNITY HEALTH

**Georgia Department of Community Health
Office of Procurement Services
2 Peachtree Street, NW – 35th Floor
Atlanta, Georgia 30303-3159
Phone Number: 404-651-6184
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Request for Grant Application Number: 12032G
Addendum Number: 01 Dated: November 8, 2011
Title of Grant: FLEX Regional Critical Access Hospital Operations & Performance Leadership Education & Training
Requesting Agency: Georgia Department of Community Health
Initially Posted: September 28, 2011
Issuing Officer: Arnita E. Watson
Telephone: 404-651-6184 e-mail: awatson@dch.ga.gov
RFGA Due Date: December 8, 2011 2:00 PM EST

The information provided below is made a part of this RFGA

The Medicare Rural Hospital Flexibility Grant FLEX CAH Leadership Education & Training Program competitive RFGA has been re-opened to include clarifications and alternations to all allow adequate response time given the level of complexity of the request. See the attachment for revisions.

NOTE: REVIEW CAREFULLY!

In the event of a conflict between previously released information and the information contained herein, the latter shall control. A signed acknowledgment of this addendum (this page) must be attached to your RFGA response. Failure to include a signed acknowledgement of this addendum will disqualify applicant from further consideration on this grant award.

A signature on this addendum does not constitute your signature on the original RFGA document. The original RFGA response must also be signed in the proper places.

Firm Name

Signature

Typed Name and Title

Date

FLEX CRITICAL ACCESS HOSPITAL REGIONAL OPERATIONAL AND PERFORMANCE LEADERSHIP EDUCATION AND TRAINING PROGRAM

Section	Original language	Revised/Inserted language
Release Date	Thursday, September 8, 2001	Tuesday, November 08, 2011
Closing Date	Friday, September 23, 2011	Thursday, December 08, 2011
Program Overview	The workshops will be conducted by professionals who are experienced in the financial operations and reimbursement requirements of CAHs and recognized as reputable respected professionals in the field.	The workshops will be conducted by professionals who are experienced in the financial operations and reimbursement requirements of CAHs.
Program Overview		Grantee must post these webinars at a location specified by DCH.
Program Overview		The Grantee will serve as the subject matter expert and will be required to respond to all questions and inquires from the participating CAHs related to the material being presented.
Eligibility and Funding Preference	<p>The applicant must be an accounting firm or entity with a minimum of ten years experience in health care cost reporting requirements and preparation, Charge Description Master review and update as well as a range of CAH fiscally related consultative experience. Funding Preference will be given to proposals which:</p> <ol style="list-style-type: none"> 1. demonstrate experience greater than 10 years 2. experience with Georgia reimbursement and financial regulations 3. experience with Georgia Critical Access Hospitals 4. experience with education and training 	<p>The applicant must be an entity with a minimum of five years experience in health care cost reporting requirements and preparation, Charge Description Master review and update as well as a range of CAH fiscally related consultative experience. Preference will be given to proposals which demonstrate:</p> <ol style="list-style-type: none"> 1. experience greater than 5 years 2. experience with Georgia reimbursement and financial regulations 3. experience with Georgia Critical Access Hospitals 4. experience with education and training

<p style="text-align: center;">Deliverables</p>	<p>2. Submit a quarterly invoice to the DCH including copies of supporting documentation in accordance with the grant agreement for payment. The program activities must occur between the official date of grant execution and the close of the grant on August 31, 2012. The invoice must be submitted no more than 30 days following the close of the each quarter. Any additional instructions will be provided by the SORH as needed.</p>	<p>2. Submit invoices to the DCH including copies of supporting documentation in accordance with the budget plan (Appendix G). The maximum payment schedule is as follows: approved curriculum (40%), completion of in-person training (20%), completion of webinars (20%) and approved final report (20%). The program activities must occur between the official date of grant execution and the close of the grant on August 31, 2012. Any additional instructions will be provided by the SORH as needed.</p>
<p style="text-align: center;">Deliverables</p>	<p>3. Deliver a report no more than 30 days following the close of each quarter which clearly demonstrates the program activities which will include at a minimum the following:</p> <ol style="list-style-type: none"> 1. Copies of the curriculum used in conducting each workshop (in-person & online) 2. Copies of workshop agendas 3. Copies of handouts or other teaching aids utilized 4. The number of participants in each workshop 5. The identity and title of each participant 6. A participant evaluation of each workshop that includes satisfaction with the curriculum, content, venue, level of knowledge obtained and recommendations for future training 7. Online curriculum/courses provided 8. Total hours of in-person and online training 	<p>3. Deliver a report no more than 30 days following the close of each quarter which clearly demonstrates successful and timely completion of the activities outlined in the work plan. Report package should include at a minimum:</p> <ol style="list-style-type: none"> 1. Copies of the curriculum used in conducting each workshop (in-person & online) 2. Date and time of workshops along with copies of agendas 3. Copies of handouts or other teaching aids utilized 4. The number of participants in each workshop 5. The identity and title of each participant 6. A participant evaluation of each workshop that includes satisfaction with the curriculum, content, venue, level of knowledge obtained and recommendations for future training 7. Online curriculum/courses provided 8. Total hours of in-person and online training

<p style="text-align: center;">Deliverables</p>		<p>6. The Grantee will develop and submit curriculum to the SORH for approval within a minimum of five business days prior to launching the training. SORH approval must be obtained in writing prior to launching the training.</p> <p>7. Develop and conduct a query for CAH leadership prior to the workshops to gain additional understanding of experience and knowledge levels of the participants. This information will be used to expand the curriculum needs specified by individual CAHs.</p> <p>8. Develop and conduct pre and post test evaluations of all attendees for all modules being presented. Provide SORH summarized results of these results.</p> <p>9. Provide the CDs of the webinar presentation to SORH within 30 days of each completed webinar.</p> <p>10. Submit final invoice after submission and subsequent SORH approval of the final report</p> <p>11. Submit two copies of the final report to SORH no later than 30 days following the closing of the grant</p>
<p>Deadline for Submission of Questions</p>	<p>Questions must be submitted in writing to Arnita Watson, awatson@dch.ga.gov by Wednesday, September 14, 2011</p>	<p>Questions must be submitted in writing to Arnita Watson, awatson@dch.ga.gov by Tuesday, November 22, 2011</p>
<p>Deadline for Submission</p>	<p>APPLICATIONS MUST BE RECEIVED NO LATER THAN FRIDAY, SEPTEMBER 23, 2011, 2:00 PM.</p>	<p>APPLICATIONS MUST BE RECEIVED NO LATER THAN Thursday, DECEMBER 08, 2011, 2:00 pm.</p>
<p>Application Submission</p>	<p>Completed applications must be received by Friday, SEPTEMBER 23, 2011, 2:00 PM.</p>	<p>Completed applications must be received by Thursday, DECEMBER 08, 2011, 2:00 pm.</p>

Application Submission	The Department of Community Health welcomes completed submissions prior to Friday, September 23, 2011 closing date however all submissions are final.	The Department of Community Health welcomes completed submissions prior to Thursday, December 08, 2011 closing date however all submissions are final.
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