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September 25, 2006

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

A handwritten signature in black ink, appearing to read "Jonathan E. Fielding", written over the printed name and title.

SUBJECT: **REQUEST TO AMEND EXISTING INFORMATION TECHNOLOGY SUPPORT SERVICES MASTER AGREEMENT (ITSSMA) WORK ORDER N04-0422 WITH CAL2CAL**

This is to advise you of my intent to request the Internal Services Department (ISD) to amend the current ITSSMA Work Order N04-0422, with CAL2CAL, to extend the term and increase the total maximum amount. It is requested that this Work Order, which is scheduled to expire October 31, 2006, be extended to March 30, 2007 and the maximum amount of this Work Order be increased by \$87,360 to a total of \$386,944. In accordance with ITSSMA guidelines, prior Board notice is required for work orders that will exceed \$300,000.

This request to amend the referenced Work Order is needed in order to continue to obtain highly, technically skilled, information technology consultant staff support for the Department of Public Health (DPH) which is critical to the automation projects supporting Public Health Nursing's (PH Nursing) ability to provide efficient and effective healthcare to the population of Los Angeles County.

BACKGROUND

In response to the preventative healthcare needs of the increasing population of Los Angeles County, PH Nursing initiated efforts to develop and implement a Microsoft Visual Studio.NET, web-based information system to increase both the efficiency and effectiveness of PH Nursing care to the County's population. To achieve this goal, DPH utilized ITSSMA to augment its technical resources and to help it meet its critical Information Technology (IT) needs. Under the managerial guidance of the DPH, the technical expertise obtained from CAL2CAL has played a critical role in the continued success of this ongoing endeavor.

The development of this the Nursing Practice Management System (NPMS) was divided into two phases. The first phase called for the development and implementation of a system application. It also included the

deployment and implementation of the new system at the DPH's health centers and Service Planning Areas (SPA's). The new system application was designed to track referrals, manage cases, schedule tasks and generate as required reports and has been developed and implemented throughout DPH's health centers and SPAs. The first phase of this system development has been completed.

The second phase of this system development entails performing software modifications to NPMS that will improve the application's functionality and system effectiveness. This phase also includes the development of a Standardized Document Nursing Assessment and Client Outcomes Classification module in NPMS.

Under the managerial guidance of the DPH, the technical expertise obtained from the consultant has played a critical role in the initial development and implementation of NPMS and continues to be necessary as the second phase of the project begins.

SCOPE OF WORK

The scope of work includes:

- Performing necessary maintenance of the implemented NPMS.
- Making software modifications to improve the NPMS' operational effectiveness.
- Maintaining the business integrity of the systems.
- Working with PH Nursing and the Department's Chief Information Officer to develop a standardized nursing assessment and client outcomes classification module.
- Developing a platform for remote mobile access to the NPMS.

JUSTIFICATION

NPMS has become a vital tool used by PH Nursing in providing preventative health care to the population of Los Angeles County. Phase two will provide for software modifications and for the development of a standardized nursing assessment and client outcomes classification module. The software modifications will improve NPMS' operating efficiency while the new module will enable PH Nursing to more accurately evaluate the results of its patient care programs so that modifications, for increased patient care effectiveness, can be made. This application development conforms to the Department's Business Automation Plan, as required by the County's Chief Information Officer.

Under the Work Order, the consultant performs highly specialized, technical functions and has an intimate knowledgeable of NPMS. The continued utilization of this consultant will eliminate potential learning curve issues that might arise if a different consultant would have to be obtained to perform these same services. If the Department were not able to obtain the technical services and skill set provided by the consultant, the completion of phase two of the PHMS application could be inhibited. This could adversely affect PH Nursing's ability to effectively and efficiently carry out patient care or respond to Public Health emergencies within Los Angeles County.

FISCAL IMPACT

The hourly rate for this consultant will remain the same during the extended term of the Work Order. The total additional cost of this Work Order will be \$87,360. The funds for this project are

currently available in the Department's Fiscal Year 2006-2007 Information Systems operating budget.

NOTIFICATION TIMELINE

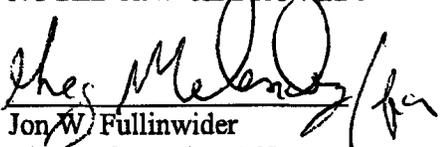
Consistent with ITSSMA policies and procedures, we are informing your Board of our intention to extend the term of this Work Order and increase the maximum amount of it. In two weeks and 3 days time, we will instruct ISD to proceed with the amendments.

If you have any questions or require additional information, please let me know.

JF:sc

- c: Chief Administrative Officer
- County Counsel
- Executive Officer, Board of Supervisors
- Chief Information Officer
- Director, Internal Services Department

NOTED AND APPROVED:


Jon W. Fullinwider
Chief Information Officer

9/21/2006
Date