**Appendix C: Functional Specifications Scoring Sheets**

**Instructions:** In the **Vendor Response** column, place an X in the column to indicate whether or not the requested functionality is available in the software application in your current release to all customers.

In the **Comment** column, type **Yes** or **No** to indicate whether you have additional comments regarding this specification in the Functionality Vendor Comments section of the RFP.

| **Number** | **Specification** | **Vendor Response** | **Comment?** |
| --- | --- | --- | --- |
| **Yes** | **No** |
| ***A. Core Electronic Health Record Functionality*** |
| **A1.** | Referral Call Tracking & Disposition Data |  |  |  |
| **A2.** | Admission, Transfers, & Discharge Information |  |  |  |
| **A3.** | Standard & Program Specific Consumer Demographic Data |  |  |  |
| **A4.** | Consumer Photo |  |  |  |
| **A5.** | Family & Relationship Tracking |  |  |  |
| **A6.** | Waitlist Tracking |  |  |  |
| **A7.** | Discharge Planning & Referral Tracking |  |  |  |
| **A8.** | DSM & ICD Diagnoses |  |  |  |
| **A9.** | Master Individual Service Plans |  |  |  |
| **A10.** | Program-Specific Service Plans |  |  |  |
| **A11.** | Care Provider Tracking |  |  |  |
| **A12.** | Consumer Electronic Signature |  |  |  |
| **A13.** | Staff Electronic Medical Record Signature Standard Compliance |  |  |  |
| **A14.** | Support For Multiple Signature Requirements & Progress Note Roll-Up |  |  |  |
| **A15.** | Configurable Progress, Telephone, & Shift Notes |  |  |  |
| **A16.** | Group Notes |  |  |  |
| **A17.** | Aftercare Monitoring |  |  |  |
| ***B. Psychiatry, Nursing, & Primary Care Services Functionality*** |
| **B1.** | Medical Conditions, Vital Signs, & Metrics |  |  |  |
| **B2.** | Medication Monitoring |  |  |  |
| **B3.** | Medication Administration Records (eMAR) |  |  |  |
| **B4.** | Electronic Prescription Transmission |  |  |  |
| **B5.** | Electronic Prescribing Of Controlled Substance Medication |  |  |  |
| **B6.** | Preferred Prescription & Orders Sets |  |  |  |
| **B7.** | Links To Medication Information & Drug Interaction & Contraindications |  |  |  |
| **B8.** | Formulary Support |  |  |  |
| **B9.** | Laboratory Interface |  |  |  |
| **B10.** | Laboratory Orders Sets |  |  |  |
| **B11.** | Laboratory Result & Medical Condition Alerts |  |  |  |
| **B12.** | Injection Site Monitoring |  |  |  |
| **B13.** | Pharmacy Inventory For Individual Consumers |  |  |  |
| **B14.** | Pharmacy Inventory For Medication Samples |  |  |  |
| **B15.** | Clinical Diagram Support |  |  |  |
| **B16.** | Support For MACRA/MIPS Requirements |  |  |  |
| **B17.** | Support For Tracking HEDIS Measures |  |  |  |
| **B18.** | Auto-Generation Of Clinical Summaries |  |  |  |
| ***C. Additional Bed & Slot-Based Program Functionality*** |
| **C1.** | Bed Assignment & Management |  |  |  |
| **C2.** | Day Program Attendance Tracking & Unit Census Management |  |  |  |
| **C3.** | Personal Inventory Log |  |  |  |
| **C4.** | Physician & Care Provider Order Support |  |  |  |
| **C5.** | Periodic Consumer Checks & Vital Sign Monitoring Support |  |  |  |
| **C6.** | Consumer “At A Glance” Functionality |  |  |  |
| **C7.** | External Consult Tracking |  |  |  |
| **C8.** | Facility Tickler Information |  |  |  |
| **C9.** | Occupational Therapy Tracking |  |  |  |
| ***D. Additional Case Management, Care Coordination, Service Coordination, & Crisis & ACT Team Functionality*** |
| **D1.** | Case Management, Care Coordination, & Service Coordination Plans |  |  |  |
| **D2.** | Internal & External Care Provider Tracking |  |  |  |
| **D3.** | Customizable Call Notes |  |  |  |
| **D4.** | Person-Centered Plan Service Utilization Monitoring |  |  |  |
| **D5.** | Care Management Notifications |  |  |  |
| **D6.** | Crisis Service Support |  |  |  |
| **D7.** | ACT Team Support |  |  |  |
|  |
| ***E. Additional Outpatient Functionality*** |
| **E1.** | Resource-Based Appointment Scheduler Capabilities |  |  |  |
| **E2.** | Group Scheduling Support |  |  |  |
| **E3.** | Double Booking Appointment Scheduling Support |  |  |  |
| **E4.** | Recurring Appointment Scheduling Support |  |  |  |
| **E5.** | Consumer Arrival & Check-In Alerts |  |  |  |
| **E6.** | Front Desk Cash Application |  |  |  |
| **E7.** | Front Desk Consumer Financial Summary Information Access |  |  |  |
| **E8.** | Automatic Service Generation From Scheduler |  |  |  |
| **E9.** | Reminder Calls/Texts/Emails |  |  |  |
| ***F. Additional Behavioral Health Home Functionality*** |
| **F1.** | Multiple Provider Care Plans |  |  |  |
| **F2.** | Medication Reconciliation Support |  |  |  |
| **F3.** | Service Authorization & Disclosure Consents Management |  |  |  |
| **F4.** | Care Provider Data Sharing |  |  |  |
| ***G. Substance Abuse & Dependence Functionality*** |
| **G1.** | Random Appointment Scheduling For Urinalysis & Compliance Monitoring |  |  |  |
| **G2.** | Detoxification Vital Sign Tracking Support |  |  |  |
| **G3.** | Support For Substance Abuse Confidentiality Regulations |  |  |  |
| ***H. Employment Services Functionality*** |
| **H1.** | Employment Services Data Tracking & Consumer Matching |  |  |  |
| **H2.** | Consumer Employment History |  |  |  |
| **H3.** | Expanded Employment & Support Services Data Tracking |  |  |  |
| **H4.** | Employer Services Data Tracking |  |  |  |
| **H5.** | Employment Services Authorization Support |  |  |  |
| ***I. Compliance, Quality Assurance, & Health Information Record Department Functionality*** |
| **I1.** | Alerts Or “Tickler” Capabilities |  |  |  |
| **I2.** | Satisfaction & Outcomes Tracking & Analysis |  |  |  |
| **I3.** | Critical Incident & Other Required Reporting |  |  |  |
| **I4.** | Restraint/Physical Hold Requirements Support |  |  |  |
| **I5.** | Clinical Documentation Compliance Tracking |  |  |  |
| **I6.** | Progress Note Compliance Tracking |  |  |  |
| **I7.** | Service Plan Compliance Tracking |  |  |  |
| **I8.** | VIP Medical Records Protection |  |  |  |
| **I9.** | Medical Records Access Override Support |  |  |  |
| **I10.** | Security Access Delegation |  |  |  |
| **I11.** | Release Of Information Tracking |  |  |  |
| **I12.** | Record Access Tracking |  |  |  |
| **I13.** | Grievance & Complaint Tracking |  |  |  |
| ***J. Billing & Accounts Receivable (A/R) Functionality*** |
| **J1.** | Consumer Fee-For-Service, Per Diem, & Contract Billing |  |  |  |
| **J2.** | Support For Standard Electronic Billing Forms |  |  |  |
| **J3.** | Consumer Payer & Service Authorization Data |  |  |  |
| **J4.** | Clinician Credentialing & Privileging Data For Billing |  |  |  |
| **J5.** | Payers Rules For Billing |  |  |  |
| **J6.** | Procedure Code & Net Revenue Selection For Services |  |  |  |
| **J7.** | Complex Billing Requirement Support |  |  |  |
| **J8.** | Medicare Incident To Billing Support |  |  |  |
| **J9.** | Consumer Sliding Scale Fee Screen |  |  |  |
| **J10.** | Variable Charge Data Entry |  |  |  |
| **J11.** | Individual Claim Payment Posting Capability |  |  |  |
| **J12.** | Service Entry |  |  |  |
| **J13.** | Payer Eligibility Data Import |  |  |  |
| **J14.** | Electronic Remittance Posting & Waterfall Billing |  |  |  |
| **J15.** | Automated Waterfall Billing Upon Primary Payer Claim Denial |  |  |  |
| **J16.** | Pre-Billing Edits |  |  |  |
| **J17.** | Standard A/R Functionality |  |  |  |
| **J18.** | A/R Notes For Collection & Follow-Up |  |  |  |
| **J19.** | Multiple Write-Off Codes |  |  |  |
| **J20.** | Billing/Collection Ticklers |  |  |  |
| **J21.** | Clearinghouse Interface |  |  |  |
| **J22.** | Guarantor Private Pay Statements |  |  |  |
| **J23.** | Transportation Billing |  |  |  |
| **J24.** | Bed Day Hold & Leave Of Absence Support & Billing |  |  |  |
| **J25.** | Evaluation & Management Code Selection Assistance |  |  |  |
| **J26.** | Support For Retroactive Rebilling For Medicaid Coverage |  |  |  |
| ***K. Other System Functionality*** |
| **K1.** | Secure Internal Staff Alert & Messaging System |  |  |  |
| **K2.** | Microsoft Outlook Integration |  |  |  |
| **K3.** | Google Maps Integration |  |  |  |
| **K4.** | Staff To-Do Lists |  |  |  |
| **K5.** | Voice Recognition Software & Transcription Support |  |  |  |
| **K6.** | Support For Mail Merges |  |  |  |
| ***L. Clinical Decision Support System (CDSS)*** |
| **L1.** | Provides Clinical Decision Support System |  |  |  |
| ***M. Clinical Document Architecture (CDA)*** |
| **M1.** | Provides Clinical Document Architecture |  |  |  |
| ***N. HL7 Standard*** |
| **N1.** | Supports HL7 Standard |  |  |  |