

Eighth Amendment to the Contract

This Eighth Amendment to the Contract for Iowa Medicaid Enterprise Services (the “Contract”) between the State of Iowa, Department of Human services (the “Department” or “DHS”) and Policy Studies Inc. (the “Contractor”) effective as of July 1, 2004 is made pursuant to Section 19.6 of the Contract. This Amendment is effective as of October 15, 2008 (the “Amendment Eight Effective Date”), and will remain coterminous with the Contract. The Amendment modifies, to the extent specified below, the terms and conditions of the Contract:

The Eighth Amendment to the Contract is hereby modified as follows:

For the scope of work as outlined in the Eighth Amendment the fixed rate is \$26,500.00. This amount includes two separate costs for consideration.

The first cost of \$6,500 is for the CDAC documentation training which includes direct overtime costs related to presentation, travel expenses, and venues for Outreach staff as well as indirect overtime costs for CSR staff to assist with related Outreach staff functions.

The second cost in the fixed rate is \$20,000 for the creation and production of the DVD training video. This cost includes the development of the video and the reproduction of the video in the amount of 10,000 DVD units. This price does not include any cost associated with packaging, nor does it include the mailing costs associated with sending the DVDs to providers.

Ratification

Except as expressly amended and supplemented herein, the Contract shall remain in force and effect, and the parties hereby ratify and confirm the terms and conditions thereof.

Authorization

Each party to this Amendment represents and warrants to the other that:

- It has the right, power, and authority to enter into and perform its obligations under this Amendment.
- It has taken all requisite actions (corporate, statutory, to otherwise) to approve execution, delivery and performance of this Amendment, and this Amendment constitutes a legal, valid and binding obligation upon itself in accordance with its terms.

Execution

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Amendment and have caused their duly authorized representatives to execute this Amendment.

State of Iowa, acting by and through the Iowa Department of Human Services

By: _____
Eugene I. Gessow, Director

Date: _____

Policy Studies, Inc. (Contractor)

By: _____
Eric Rubin, Chief Operating Officer

Date: _____

Attachment 14

Scope of Work

Key Activity: Identify provider-training needs and provide education to Waiver providers on the new documentation form.

Key Activity: Hold training sessions in the following cities:

- Fort Dodge, Emmetsburg, Mason City, Sioux City, Council Bluffs, Bettendorf, Dubuque, Cedar Rapids, Waterloo, Ottumwa, Des Moines, Webster City, Muscatine, Burlington, Centerville, and Marshalltown.
- A total of 51 training sessions will be held in the cities noted above.

Training Overview

The goal of the Outreach Staff will be to train Individual and Agency CDAC Providers on how to document authorized services using a new form that was created for this purpose (470-4389, CDAC Daily Service Record). The training will also relate the form to the CDAC agreement (470-3372) where authorized services are described in detail, as well as explain how documented services are then billed to the IME on their monthly claim form (470-2486).

Each session will include a PowerPoint executed by a primary presenter along with a support person (available to assist with and track questions). It will include a detailed description of the form and instructions including specific examples and clear instruction on the narrative areas of the form (boxes 10 and 11). Questions will be handled throughout the presentation with an open time at the end. Both staff will remain after the session for any individual concerns. Sessions will last approximately an hour with an additional hour allowed for both group and individual questions. An evaluation form will be made available to all attendees and compiled after the training is complete.

Performance Measures

- Develop training materials and provide the training plan and training schedule to DHS for approval prior to trainings. Provide requested corrections within ten (10) business days of receipt of comments by DHS.
- Track provider attendance at each training session.
- Provide weekly e-mail reports with a status of the trainings to DHS staff, with a final comprehensive written report at the conclusion of the training sessions within (10) business days of the last training session.

Key Activity: Create a training documentation DVD based on the in-person trainings.

- DVDs will be available to be mailed to all CDAC providers sometime after January 1, 2009.

DVD Production Overview

The goal of the DVD will be the same as described in the Training Overview above, but the style will differ somewhat based on the opportunity allowed by the format. The DVD will explain the use of the new form using a script that illustrates how an actual provider would complete the form. The DVD will also relate the documentation form to the CDAC agreement and monthly claim form. It will include full explanation of the form and complete contact information.

The cost of producing the master DVD includes technical assistance on script writing, graphics/animation, crew and equipment for some (limited) acted scenes along with postproduction editing and music. Provider Services staff will be used to the extent possible for subject matter expertise and wherever specific video production expertise is not necessary to produce a high quality final product.