



## Key Items for Contracting Development

<u>Item to be Addressed</u>	<u>Answers Addressing Item</u>
<b>Contract Term</b>	
<ul style="list-style-type: none"> <li>• What is the “Effective Date” of the contract and when does it end?</li> </ul>	
<ul style="list-style-type: none"> <li>• Does the contract automatically renew after the initial term (Evergreen agreement)?</li> </ul>	
<b>Contracting Parties</b>	
<ul style="list-style-type: none"> <li>• With whom are you contracting, the MCO or VBP Contractor (Hospital, IPA, ACO, Other)?</li> </ul>	
<ul style="list-style-type: none"> <li>• Use the legal names for each entity in the contract.</li> </ul>	
<b>Scope of Project</b>	
<ul style="list-style-type: none"> <li>• Describe project implementation</li> </ul>	
<ul style="list-style-type: none"> <li>• What services will be provided by the CBO?</li> </ul>	
<ul style="list-style-type: none"> <li>• How many people will the intervention target? All members in the arrangement? Members that meet specific requirements?</li> </ul>	
<ul style="list-style-type: none"> <li>• Will the MCO or VBP Contractor identify targeted members and refer members as needed?</li> </ul>	
<ul style="list-style-type: none"> <li>• How will you evaluate/measure performance?</li> </ul>	
<b>Protected Health Information Management</b>	
<ul style="list-style-type: none"> <li>• If your organization is not a “covered entity,” has it executed a Business Associate Agreement (BAA) with the MCO or VBP Contractor?</li> </ul>	
<b>Geographical/Service Area</b>	
<ul style="list-style-type: none"> <li>• What area(s) will the intervention cover?</li> </ul>	
<b>Payment Methodology</b>	
<ul style="list-style-type: none"> <li>• How will your organization get paid (i.e., Lump sum, monthly or quarterly reimbursement)?</li> </ul>	
<ul style="list-style-type: none"> <li>• Are payments tied to specific measures and outcomes (e.g., number of referrals made, number of visits or contact hours, number of patients who are successfully reconnected to their healthcare provider, etc.)?</li> </ul>	
<b>Reporting and Data Collection</b>	
<ul style="list-style-type: none"> <li>• How often are reports due?</li> </ul>	
<ul style="list-style-type: none"> <li>• What data points are collected?</li> </ul>	
<ul style="list-style-type: none"> <li>• How will people that are served in the intervention be tracked?</li> </ul>	