

## SECTION F – DELIVERIES OR PERFORMANCE

### F.1. PERIOD OF PERFORMANCE

The periods of performance for the QIO contracts are as follows:

August 1, 2002 – July 31, 2005	Group I
November 1, 2002 – October 31, 2005	Group II
February 1, 2003 – January 31, 2006	Group III

This contract is a Group III QIO.

All work and deliverables required under this contract shall be completed by the ending date of the period of performance.

### F.2. ITEMS TO BE FURNISHED AND DELIVERY SCHEDULE

The Contractor shall furnish the reports and deliverables required under this contract in accordance with the Delivery Schedule and Reporting Instructions as set forth below:

#### DELIVERIES OR PERFORMANCE REPORTS/ITEMS TO BE FURNISHED AND DELIVERY SCHEDULE

**NOTE: ALL TASK 2a 7<sup>TH</sup> SOW DELIVERABLES ARE APPLICABLE TO GROUP I QIOs ONLY. GROUP II AND III QIOs MUST SUBMIT LISTED TASK 2a DELIVERABLES UNDER THE 6<sup>TH</sup> ROUND CONTRACT**

Item	Description	Recipients	Delivery
1.	SDPS Data Management plan as specified in Section C.2.0	A B C	On file within 30 days after contract effective date.
2	Internal Quality Control Plan (as described in C.2.0)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	Initial Plan 60 days after contract effective date  Updates: First working day of the month in the format prescribed in the SDPS PROvantage User's Guide.
3.	Work Plan (as described in C.2.0)	QIO/Provider Activity Reporting Tool	Initial Plan 60 days after contract effective date

		submitted via SDPS to: C	Updates - By the end of the 5 <sup>th</sup> , 8 <sup>th</sup> , 11 <sup>th</sup> , 14 <sup>th</sup> , 17 <sup>th</sup> , 20 <sup>th</sup> , 23 <sup>rd</sup> , 26 <sup>th</sup> , 29 <sup>th</sup> , 32 <sup>nd</sup> , and 35 <sup>th</sup> months of the contract.
4.	Clinical Quality Improvement Activities (described in C.3.0)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	First working day of the month in the format prescribed in the SDPS PROvantage User's Guide.
4	Plan to partner with relevant nursing home stakeholders (described in C.3.0.D.1)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	Within 30 days of contract effective date
5	Subset of 3-5 publicly reported measures on which QIO will be responsible for improvement (described in C.3.0.D.1)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	By December 15,2002 <sup>1</sup>
6	List of identified participants (described in C.3.0.D.1)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	By February 3, 2003
7	Complete OBQI training program (described in C.3.0.D.2)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	No later than 3 months after contract effective date
8	List of identified participants (described in C.3.0.D.2)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	No later than 6 months after contract effective date
9	List of identified participants (described in C.3.0.D.4)	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	No later than 6 months after contract effective date
10.	Project plan changes as specified in C.3.D.5	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	Within 10 days of contract effective date.
11	Project idea document as specified in C.3.D.5	QIO/Provider Activity Reporting Tool submitted via SDPS	Within 90 days of contract effective date for noncompetitive

<sup>1</sup> Applies only to QIOs whose 7<sup>th</sup> Round contract is effective prior to December 15, 2002.

		to: C	procurements; within 120 days of contract effective date for competitive procurements.
12	New Task 1e project plan as specified in C.3.D.5	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	To be negotiated as part of approval of initial project idea document
13.	<b>Plan as described in C.3.D.6.1f for all M+COs in the State</b>	<b>A and G for all Task 1f</b>	<b>Within 60 days of contract effective date.</b>
14.	<b>Develop and submit workplan IAW C.3.E.1.b.(i).a</b>	I	<b>No later than August 15, 2002</b>
15.	<b>Provide information requested by CMS IAW C.3.E.1.b.(i).b</b>	A H I	<b>As requested</b>
16.	<b>Provide information requested by CMS or designated entity IAW C.3.E.1.b.(i).c</b>	A G I	<b>As requested</b>
17.	<b>Complete and update Planning Tool IAW C.3.E.1.b.(i).d</b>	A H I via SEFF	<b>No later than September 30, 2002 Updated no less than bi-monthly</b>
18.	<b>Maintain electronic communications diary, updated monthly IAW C.3.E.1.b.(i).h</b>	A H I via SEFF	<b>Monthly beginning September 30, 2002</b>
19.	<b>Complete and update State QIO Fact Sheet IAW C.3.E.1.b.(i).i</b>	A H I via SEFF	<b>No later than October 15, 2002 Updated on a monthly basis</b>
20.	<b>Complete and update Media Logging and Monitoring Tools IAW C.3.E.1.b.(i).j</b>	A H I via SEFF	<b>Monthly beginning November 15, 2002</b>
21.	<b>Provide updates on meetings/conference calls with external groups and organizations IAW C.3.E.1.b.(i).k</b>	A and GTL and RO Communication Specialist via SEFF	<b>Bi-monthly beginning September 30, 2002</b>

<b>22.</b>	<b>Provide information requested to support evaluation activities IAW C.3.E.1.b.(i). m</b>	A H I	<b>As requested</b>
<b>23.</b>	Hospital Generated Data as described in C.3.E.2.	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	First working day of the month in the format prescribed in the SDPS PROvantage User's Guide
<b>24.</b>	Mandated Communications Activities as described in C.3.E.3.	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	First working day of the month in the format prescribed in the SDPS PROvantage User's Guide
<b>25.</b>	Plan for Consumer Advisory Council (described in C.3.E.3.b.i.)	A	Within 30 days of contract effective date.
<b>26.</b>	PRO Annual Report as specified in C.3.E.3.b.iii	Internet accessible, if available in HTML format. PRO may publish on Internet and link to <b>CMS</b> Website) to: A	Draft prior to publication  Within 30 days after publication.
<b>27.</b>	Beneficiary Protection Activities (described in C.3.F.2.a.)	Case Review Information System: C	Ongoing data entry as prescribed in the SDPS PROvantage User's Guide.
<b>28.</b>	Hospital Payment Monitoring Review Program described in C.3.F.2.b.	QIO/Provider Activity Reporting Tool submitted via SDPS to: C	First working day of the month in the format prescribed in the SDPS PROvantage User's Guide.
<b>29.</b>	<b>Indirect Cost Rate Proposal (as described in G.3.E)</b>	<b>DCAA (See G.3.D)</b>	<b>NLT 6 months after close of contractor's fiscal year</b>
<b>30.</b>	Subcontracting Reports SF 294 and SF 295 as specified in Section G.12.0	E and F	SF 294 semiannually 30 days after close of period. SF 295 annually 30 days after close of period.
<b>31.</b>	Submission of monthly invoices	Electronic Submission via <b>CMS</b> PROD6 Telecommunications Network	Monthly

		Hardcopy submission in accordance with G.2.0	
<b>32.</b>	Report of Contracts and Agreements per H.7.0	A and D	30 days after the award of a contract or arrangement with a health facility payor organization or health plan.
<b>33.</b>	Electronic Adjustment Report as specified in Attachment J-4, Section 4000	To be specified	To be specified
<b>34.</b>	Annual Report of Contract, Agreements per H.7.0	D	Submission to <b>CMS</b> by 2/28 of each PRO contract year.
<b>35.</b>	<b>Severance Plan</b>	<b>D</b>	<b>Within 60 days of effective date of contract</b>
<b>36.</b>	DHHS Form 565, Report of Accountable Property per G.10.0	See G.10.0	10/31 of Each contract year.

- A. Project Officer As assigned**
- B. SDPS Project Officer: Centers for Medicare & Medicaid Services  
Office of Clinical Standards and Quality  
Attn: Will Matos  
7500 Security Boulevard, MS S3-02-01  
Baltimore, MD 21244-1950**
- C. SDPS Contactor: Iowa Foundation for Medical Care  
6000 Westown Parkway, Suite 350E  
West Des Moines, IA 50266  
Attn: Ronna Pochter**

- D. Contracting Officer: Centers for Medicare & Medicaid Services  
OICS/AGG/DQC  
Attn: Edward L. Hughes  
7500 Security Boulevard, MS C2-21-15  
Baltimore, MD 21244-1850**
- E. Contract Specialist: As assigned; same address as D above**
- F. SADBUS Rep.: Centers for Medicare & Medicaid Services  
OICS/AGG/DQC  
Attn: Joanne Day  
7500 Security Boulevard, MS C2-21-15  
Baltimore, MD 21244-1850**
- G. Government Task Leader Centers for Medicare & Medicaid Services  
OCSQ/QIG/DQIPPE  
Attn: Kathy Winchester  
7500 Security Boulevard, MS S3-02-01  
Baltimore, MD 21244-1850**
- H. Government Task Leader Centers for Medicare & Medicaid Services  
OCSQ/QIG/DQIPPE  
Attn: Annette Lang  
7500 Security Boulevard, MS S3-02-01  
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- I. RO Communications Specialist**  
**Centers for Medicare & Medicaid Services  
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- Centers for Medicare & Medicaid Services  
Dallas Regional Office  
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