General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The INTERNET address for GSA Advantage!® is: GSAAdvantage.gov

MULTIPLE AWARD SCHEDULE
FEDERAL SUPPLY GROUP: PROFESSIONAL SERVICES

Contract Number: 47QRAA21D001A

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.


DT-Trak Consulting, Inc.
210 North Broadway, Miller, SD  57362
Phone: 877-858-5307 | Fax: 605-853-2653
Website: http://www.dt-trak.com

Contact for Contract Administration: Natalie Bertsch
Office: 605-853-2786 | email: nbertsch@dt-trak.com

Small Business, Minority Native American Owned, 8(a) Certified Small Business


Price shown Herein are Net (discounts deducted)
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6. Pricing ___________________________________________________________________________ 1
7. Discounts ___________________________________________________________________________ 2
8. Prompt Payment ____________________________________________________________ 2
9. Foreign Items ______________________________________________________________ 2
10. Delivery Schedule __________________________________________________________ 2
11. FOB Points ________________________________________________________________ 2
12. Ordering Address __________________________________________________________ 2
13. Payment Address __________________________________________________________ 2
14. Warranty Provision _________________________________________________________ 3
15. Export Packing Charges (if applicable) ______________________________________ 3
16. Terms and Conditions of Rental, Maintenance, and Repair (if applicable) ______ 3
17. Terms and Conditions of Installation (if applicable) ___________________________ 3
18a. Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable) _______________________________________________________________________________________ 3
18b. Terms and Conditions for any other Services (if applicable) ___________________ 3
19. List of Service and Distribution Points (if applicable) ___________________________ 3
20. List of Participating Dealers (if applicable). _____________________________________ 3
21. Preventive Maintenance (if applicable) ____________________________ __________ 3
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants) ___________________________________________________________ 3
22b. Section 508 Compliance. The EIT standards can be found at: www.Section508.gov/ __________ 3
23. Data Universal Number System (DUNS) Number _______________________________ 3
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General Description

DT-Trak Consulting (DT-Trak) is an Indian owned and operated entity, classified as an 8(a) Certified Small Business. DT-Trak is based out of Miller, South Dakota and provides experienced nationwide professional medical coding, RPMS data entry, RPMS 3rd Party Billing, clearing house, and auditing support services.

DT-Trak has been providing nationwide professional medical claims management, revenue enhancement, training, and on-site consulting services since 2002. Our corporate mission is to provide the highest quality medical records and revenue management services at a competitive price through a supportive partnership with each customer that we serve. In providing services to our customers, we have pioneered new processes, techniques, and methodologies that have proven to be highly efficient in minimizing turn-around times and highly effective in maximizing revenue recovery. The goal in every project we undertake is to increase the business and financial wellness of our customer so that they may continue to improve the health and wellness of their patients. In these simplest of terms, this is why we exist; and it is ultimately the cornerstone of our success.

Section I: Customer Information

1. SPECIAL ITEM NUMBERS (SINS)
   a. Table of Awarded SINs

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIN 541214, 541214RC</td>
<td>Payroll Services</td>
</tr>
<tr>
<td>SIN OLM, OLM RC, STLOC</td>
<td>Order-Level Materials (OLMs)</td>
</tr>
</tbody>
</table>

   b. Lowest priced service is $3.18.

   c. Hourly rates are provided in the pricelist found on page 6.

2. MAXIMUM ORDER
   a. The Maximum Order value for SIN 541214, 541214RC is $1,000,000.

   b. The Maximum Order value for SIN OLM, OLM RC, STLOC is $250,000

3. MINIMUM ORDER
   The Minimum Order is $100.00

4. GEOGRAPHIC COVERAGE (DELIVERY AREA)
   The Geographic Scope of the contract is Domestic only: Points within the 48 contiguous states, Washington DC, Alaska, Hawaii, Puerto Rico, and the U.S. Territories

5. PRODUCTION POINT
   210 North Broadway, Hand County, Miller, SD 57362

6. PRICING
   Prices shown are NET Prices; Basic Discounts have been deducted
7. **QUANTITY DISCOUNTS**
1% on all single task or purchase orders with a defined delivery date that exceed $350,000.00.

8. **PROMPT PAYMENT**
Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **FOREIGN ITEMS**
None

10. **DELIVERY SCHEDULE**
   a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below.

<table>
<thead>
<tr>
<th>SIN</th>
<th>DELIVERY TIME (DAYS ARO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>541214, 541214 RC, Payroll Services</td>
<td>As negotiated between DT-Trak and the Ordering Activity</td>
</tr>
<tr>
<td>OLM, OLM RC, STLOC Order-Level Materials (OLMs)</td>
<td>As negotiated between DT-Trak and the Ordering Activity</td>
</tr>
</tbody>
</table>

   b. **EXPEDITED DELIVERY:** As negotiated between DT-Trak and the Ordering Activity
   c. **OVERNIGHT and TWO-DAY DELIVERY:** As negotiated between DT-Trak and the Ordering Activity
   d. **URGENT REQUIREMENTS:** As negotiated between DT-Trak and the Ordering Activity

11. **FOB POINTS**
Destination

12. **ORDERING ADDRESS**
   a. Agencies should address all orders to the following address.

   DT-Trak Consulting, Inc.
   210 North Broadway
   Miller, SD 57362
   Phone: 877-858-5307 | Fax: 605-853-2653
   email: nbertsch@dt-trak.com

   b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. **PAYMENT ADDRESS**
   a. Agencies should address all payments to the following address.

   DT-Trak Consulting, Inc., Attn: Natalie Bertsch
   210 North Broadway
   Miller, SD 57362
14. WARRANTY PROVISION
Not Applicable

15. EXPORT PACKING CHARGES (IF APPLICABLE)
Not Applicable

16. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE)
Not Applicable

17. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE)
Not Applicable

18A. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE).
Not Applicable

18B. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)
Not Applicable

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE)
Not Applicable

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE)
Not Applicable

21. PREVENTIVE MAINTENANCE (IF APPLICABLE)
Not Applicable

22A. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS)
Not Applicable

22B. SECTION 508 COMPLIANCE. THE EIT STANDARDS CAN BE FOUND AT: WWW.SECTION508.GOV/
Not Applicable

23. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER
119607559

24. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE.
DT-Trak IS registered and active in the SAM database.
# Section II, Descriptive Literature, SIN 541214

<table>
<thead>
<tr>
<th>SERVICE TITLE</th>
<th>DESCRIPTION</th>
<th>CERTIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Certified Coding 2</strong></td>
<td>Clinic &amp; Hospital Based Offsite Outpatient EHR Encounter assignment and data entry of ICD-10, CPT and HCPCS Certified Coding for alphanumeric identification of patient episode of care. Price per transaction.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td><strong>Certified Coding 4</strong></td>
<td>Clinic &amp; Hospital Based Offsite Outpatient EHR Encounter Certified Coding &amp; Auditing Review. Assignment and data entry includes auditing of provider documentation and Evaluation and Management (E/M) code assignment and coding queue clean-up as related to patient record processed. Price per transaction.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td><strong>Billing Services 1</strong></td>
<td>Electronic 3rd Party Billing-Offsite Hospital and Clinic Based, facility or professional services. Review claims for accuracy, completeness and timeliness according to specific payer rules, electronic/paper clean claims submission. Price Per Transaction.</td>
<td>None</td>
</tr>
<tr>
<td><strong>Certified Coding, Inpatient</strong></td>
<td>Electronic Hospital Based Inpatient Offsite Certified Coding &amp; data entry of ICD-10, DRG and CPT codes for alphanumeric identification of patient episode of care. Includes deficiency follow-up. Price per hour.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td><strong>Billing Services</strong></td>
<td>Electronic 3rd Party Billing-Offsite Hospital and Clinic Based, facility or professional services. Review for accuracy, completeness and timeliness according to specific payer rules, electronic/paper claims submission. Includes deficiency follow-up. Price per hour.</td>
<td>None</td>
</tr>
<tr>
<td>SERVICE TITLE</td>
<td>DESCRIPTION</td>
<td>CERTIFICATIONS</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>Certified Coding 3</td>
<td>Clinic &amp; Hospital Based Offsite Outpatient EHR Encounter Certified Coding &amp; Auditing Review. Assignment and data entry includes auditing of provider documentation and Evaluation and Management (E/M) code assignment and coding queue clean-up as related to patient record processed. Includes deficiency follow-up. Price per hour.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td>Patient Accounts Receivable</td>
<td>Patient Accounts Receivable, Batching, Posting and Follow-Up Outpatient &amp; Inpatient (Off-Site). Includes automation technology. Price per hour.</td>
<td>None</td>
</tr>
<tr>
<td>Revenue Cycle Consultation</td>
<td>Revenue Generation Cycle Consultative Services (On-Site &amp; Off-Site). Analysis, Audit, Workflow, Reporting of revenue cycle management (RCM) processes as it related to Provider, HIM and BO cohesion. Price per hour.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td>Revenue Cycle Management Consultation</td>
<td>Compliance Auditing (On-Site &amp; Off-Site). Auditing and Education of Provider, Certified Coding and Business Office staff for accuracy and efficiency with special attention to compliance. Price per hour.</td>
<td>RHIA, RHIT, CCS, CCS-P, CPC, CPMA</td>
</tr>
<tr>
<td>Credentialing and Enrollment Services</td>
<td>Credentialing and payer enrollment services for all types of providers as well as facility payer enrollment. Price per hour.</td>
<td>None</td>
</tr>
</tbody>
</table>
## Section III, Authorized Federal Supply Schedule Price List

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<tbody>
<tr>
<td>541214</td>
<td>Certified Coding 2 (per transaction)</td>
<td>$3.88</td>
<td>$3.97</td>
<td>$4.06</td>
<td>$4.16</td>
<td>$4.25</td>
</tr>
<tr>
<td>541214</td>
<td>Certified Coding 4 (per transaction)</td>
<td>$6.45</td>
<td>$6.60</td>
<td>$6.75</td>
<td>$6.91</td>
<td>$7.06</td>
</tr>
<tr>
<td>541214</td>
<td>Billing Services 1 (per transaction)</td>
<td>$3.18</td>
<td>$3.25</td>
<td>$3.33</td>
<td>$3.40</td>
<td>$3.48</td>
</tr>
<tr>
<td>541214</td>
<td>Certified Coding, Inpatient (per hour)</td>
<td>$53.36</td>
<td>$54.58</td>
<td>$55.84</td>
<td>$57.12</td>
<td>$58.44</td>
</tr>
<tr>
<td>541214</td>
<td>Billing Services (per hour)</td>
<td>$42.69</td>
<td>$43.67</td>
<td>$44.67</td>
<td>$45.70</td>
<td>$46.75</td>
</tr>
<tr>
<td>541214</td>
<td>Certified Coding 3 (per hour)</td>
<td>$57.24</td>
<td>$58.55</td>
<td>$59.90</td>
<td>$61.28</td>
<td>$62.69</td>
</tr>
<tr>
<td>541214</td>
<td>Patient Accounts Receivable (per hour)</td>
<td>$42.68</td>
<td>$43.67</td>
<td>$44.67</td>
<td>$45.70</td>
<td>$46.75</td>
</tr>
</tbody>
</table>

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</thead>
<tbody>
<tr>
<td>541214</td>
<td>Revenue Cycle Consultation (per hour)</td>
<td>$97.00</td>
<td>$99.23</td>
<td>$101.51</td>
<td>$103.85</td>
<td>$106.24</td>
</tr>
<tr>
<td>541214</td>
<td>Revenue Cycle Management Consultation (per hour)</td>
<td>$82.45</td>
<td>$84.34</td>
<td>$86.28</td>
<td>$88.27</td>
<td>$90.30</td>
</tr>
</tbody>
</table>
### SERVICE CONTRACT LABOR STANDARDS

The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

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</tr>
</thead>
<tbody>
<tr>
<td>541214</td>
<td>Credentialing and Enrollment Services (per hour)</td>
<td>$48.50</td>
<td>$49.62</td>
<td>$50.76</td>
<td>$51.92</td>
<td>$53.12</td>
</tr>
</tbody>
</table>