

# 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!*® is: GSAAdvantage.gov.

Schedule Title: **Professional Services Schedule (PPS)**

Standard Industrial Group: **00CORP**

Service Code: **R499**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

### **Contract # GS-10F-0144S**

Contract Period: February 10, 2011 – February 9, 2021

Price list current through modification # PS-0014 dated 1/12/2016

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### **Long Term Care Institute, Inc.**

6502 Grand Teton Plaza, Suite 107

Madison, WI 53719-1047

Phone: (608) 205-5221

Fax:(608) 203-0194

<http://www.ltciorg.org>

Contractor Administrator: Kay Hutchison

Email: khutchison@ltciorg.org

## **CORPORATE EXPERIENCE:**

The Long Term Care Institute, Inc. (LTCI), a nonstock corporation located in Madison, Wisconsin, is dedicated to improving health care for patients and residents of residential and community health care providers through monitoring, consultation and training on quality assurance/performance improvement and compliance programs. LTCI's employees and consultants have years of experience and knowledge expertise in long term care performance improvement, regulatory and compliance program oversight, corrective action plan development and implementation, and research in VA and community long term care facilities, hospices and home health agencies.

LTCI's business activities include:

- Conducting external monitoring of multi-facility health care organizations as part of Corporate Integrity Agreements (CIAs) between these organizations and the Office of Inspector General (OIG), U.S. Department of Health and Human Services (DHHS) or state governments, and System Improvement Agreements (SIAs) between provider organizations and the Centers for Medicare and Medicaid Services (CMS). This has included engagements with 22 different organizations and more than 3000 facility visits to assess the quality of care/quality improvement systems and compliance programs at the nursing home, long term hospital and end stage renal disease facilities (ESRD).
- Conducting in-depth corporate compliance program reviews (with gap analyses and improvement recommendations) for multi-location corporations with nursing homes, home health, hospice and assisted living providers based on DHSS OIG compliance program guidelines and Affordable Care Act (ACA) provisions.
- Conducting annual external regulatory surveys of federal Department of Veterans Affairs (VA) community living centers (CLCs).
- Providing direct training and consultation to health care facilities or organizations in the continental U.S. and Puerto Rico regarding development of care area systems and the use of data for quality improvement and quality assurance, root cause analysis to address systemic problems, and proper assessment, care planning and documentation techniques to meet federal and state requirements.
- Providing training and consultation to state health care regulatory agencies on the use of data as well as effective ways to conduct external quality assurance activities.
- Participating in research projects for CMS such as analysis of the effectiveness of the long term care survey process and efforts to reduce re-hospitalizations of nursing home residents.
- Providing both classroom and field training and consultation to health care provider insurance companies regarding use of data and onsite inspection techniques to facilitate underwriting and loss control decisions.

The primary asset of the LTCI organization is its interdisciplinary staff. The Long Term Care Institute has an employee and consultant staff of health care professionals with extensive clinical, regulatory, administrative and research experience including nursing, nutrition, therapy, pharmacy, medicine, and social services. This team has an intimate knowledge of the CMS long term care SNF, hospice and home health survey processes. Many LTCI staff members have previously been state and federal surveyors and have been involved in multiple projects for CMS to revise or redesign the long term care survey process.

In terms of community providers, LTCI has staff with experience managing and operating home health agencies, developing and implementing compliance programs for large home health agencies, and surveying and regulating home health, hospice, hospital, and ESRD providers.

**CUSTOMER INFORMATION:**

1. Table of awarded special item number(s) (SIN): **874-1**
2. Business Size: **Other than small**
3. Description of all corresponding commercial job titles, experience, functional responsibility and education for all employees or subcontractors who perform services.

<b>Definitions of Labor Categories</b>		
	Labor Category	Definition
1	Senior Executive	Senior intellectual leader and director of operations. Determines mission and methods of operation. Leads organization toward objectives; advises clients, subordinates, and consultants; and reviews results of business operations. Represents organization to major clients, government agencies, business and academic communities, and the public. Requires 25+ years high-level governmental, academic, or corporate experience in long term care and management and PhD or Master's degree.
2	Health Care Analyst	Health care professional with 5-10 years of experience in long term care with emphasis on quality improvement, health care regulation, and/or health care administration. Health Care Analyst category includes: registered nurse, social worker, pharmacist, dietitian, health care administrator, and health care surveyor. Requires minimum of a Bachelor's degree and applicable license or certification.
3	Research Support	Provides research support in one of the areas of project management, communications or database management. Requires Bachelor's degree.
4	Senior Health Care Consultant	Independent contractor health care professional with 10-15 years of experience in long term care with emphasis on quality improvement, health care regulation, and/or health care administration. See occupational categories, degree, and licensure requirements under Health Care Analyst.
5	Health Care Consultant	Independent contractor health care professional with 5-10 years of experience in long term care with emphasis on quality improvement, health care regulation, and/or health care administration. See occupational categories, degree, and licensure requirements under Health Care Analyst.
6	Compliance and Privacy Consultant	Develops and monitors programs, policies and practices to ensure compliance with statutory and regulatory compliance and privacy/security requirements. Requires Bachelor's degree, minimum 5 years of experience and professional certification.
7	Hospice and Home Healthcare Analyst	Healthcare professional with minimum 10 years of operational experience in home healthcare and/or hospice with emphasis on quality improvement, healthcare regulation, and/or healthcare administration. Requires minimum of a Bachelor's degree and applicable license or certification.

8	Quality Improvement Analyst	Professional with minimum 5 years of experience in performance improvement and measurement of clinical and cultural processes in healthcare settings. Requires minimum of a Bachelor's degree and applicable license or certification.
9	Information Technology and Data Analyst	Develops and performs information systems administrative procedures including coordination with outside data information or information technology vendors. Maintains documentation and coordination of data information systems, applications and analysis. Requires minimum 5 years of experience and Master's degree.
10	Project Manager	Provides project accounting and practice management. Participates in the development of project proposals and creates budgets and work plans. Tracks and reports project effort and expenses. Requires minimum 5 years of experience and Bachelor's degree.
11	Healthcare Reimbursement Specialist/Auditor	Professional with minimum 7 years of experience in policies and practices of healthcare billing, reimbursement; government healthcare recovery audit processes; electronic data systems related to billing, reimbursement and medical records; and internal compliance systems to ensure appropriate billing. Requires minimum of a Master's degree.
12	Senior Healthcare Policy Analyst/ Reviewer	Healthcare professional with minimum 15 years of experience in development and analysis of healthcare policy and information. Conducts timely review of subordinate staff reports and processes for quality control purposes; develops policies and procedures related external monitoring processes, reports, internal training programs and internal quality control. Requires minimum of a Bachelor's degree and applicable license or certification.

4. Maximum order: **\$1,000,000.00**
5. Minimum order: **\$100.00**
6. Geographic coverage (delivery area): **Domestic – Delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories.**
7. Point(s) of production (city, county, and State or foreign county): **Madison, Dane County, Wisconsin 53719-1047.**
8. Discount from list prices or statement of net price: **GSA prices are NET prices.**
9. Quantity discounts: **None offered.**
10. Prompt payment terms: **Net 30 days. No other discounts offered.**
- 11a. Notification whether Government purchase cards are accepted or not accepted at or below the micro-purchase threshold: **Accepted.**
- 11b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **Accepted.**
12. Foreign items (list items by country or origin): **N/A**

- 13a. Time of delivery: **Delivery time to be specified on individual Delivery/Task Orders.**
- 13b. Expedited delivery: **Contact Contractor.**
- 13c. Overnight and 2-day delivery: **Contact Contractor.**
- 13d. Urgent Requirements: **In accordance with I-FSS-140-B URGENT REQUIREMENTS (Jan 1994), when the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract. Agencies may also contact the contractor's representative to effect a faster delivery.**
14. F.O.B. point(s): **Destination**
- 15a. Ordering address: **Long Term Care Institute, Inc.  
ATTN: Kay Hutchison, PPS Program Manager  
6502 Grand Teton Plaza, Suite 107  
Madison, WI 53719-1047**
- 15b. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.4.05-3.**
16. Payment address: **Long Term Care Institute, Inc.  
6502 Grand Teton Plaza, Suite 107  
Madison, WI 53719-1047**
17. Warranty provision: **Contractor's Standard Commercial Warranty**
18. Export packing charges, if applicable: **N/A**
19. Terms and conditions of Government purchase care acceptance (any thresholds above the micro-purchase level): **Contact contractor.**
20. Terms and conditions of rental, maintenance, and repair (if applicable): **N/A**
21. Terms and conditions of installation (if application): **N/A**
- 22a. Terms and conditions of repair parts indicating date of parts price lists and any discounts for list prices (if applicable): **N/A**

- 22b. Terms and conditions for any other services (if applicable): **N/A**
- 23. List of service and distribution points (if applicable): **N/A**
- 24. List of participating dealers (if applicable): **N/A**
- 25. Preventive maintenance (if applicable): **N/A**
- 26a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency and/or reduced pollutants): **N/A**
- 26b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g., contractor's website or other location.) The EIT standards can be found at [www.Section508.gov/](http://www.Section508.gov/)
- 27. Data Universal Number System (DUNS) number: **07-9286683**
- 28. SAM Registration is current and active through: **July 7, 2016**

**ALL AWARDED GSA PRICING IS SHOWN ON THE NEXT PAGE...**

## GSA Schedule Price List

Prices are shown by labor category and the pertaining contract period.

### SIN 874 CONSULTING SERVICES

Long Term Care Institute, Inc. (Madison, Wisconsin)						
GSA Contract GS-10F-0144S						
CONTRACT PRICING						
Labor Category Number and Title		Hourly Rates with Industrial Funding Fee (IFF)				
		upon award to 2/9/17	2/10/17 to 2/9/18	2/10/18 to 2/9/19	2/10/19 to 2/9/20	2/10/20 to 2/9/21
1	Senior Executive	\$298.07	\$304.33	\$310.72	\$317.25	\$323.91
2	Health Care Analyst	\$90.89	\$92.80	\$94.75	\$96.74	\$98.77
3	Research Support	\$43.97	\$44.90	\$45.84	\$46.80	\$47.79
4	Senior Health Care Consultant	\$100.66	\$102.77	\$104.93	\$107.14	\$109.39
5	Health Care Consultant	\$76.23	\$77.83	\$79.46	\$81.13	\$82.84
6	Compliance and Privacy Consultant	\$100.66	\$102.77	\$104.93	\$107.14	\$109.39
7	Hospice and Home Health Care Analyst	\$100.66	\$102.77	\$104.93	\$107.14	\$109.39
8	Quality Improvement Analyst	\$100.66	\$102.77	\$104.93	\$107.14	\$109.39
9	Information Technology/Data Analyst	\$100.66	\$102.77	\$104.93	\$107.14	\$109.39
10	Project Manager	\$86.00	\$87.80	\$89.65	\$91.53	\$93.45
11	Healthcare Reimbursement Specialist/Auditor	\$129.97	\$132.70	\$135.49	\$138.33	\$141.24
12	Senior Healthcare Policy Analyst/Reviewer	\$117.27	\$119.73	\$122.25	\$124.82	\$127.44

“The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire 00CORP – Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29CFR 5413.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories/employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.”