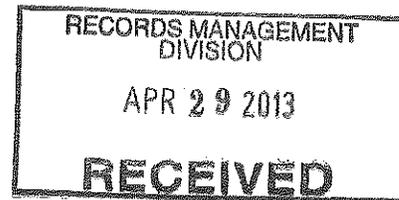


Nebraska State
Records Board
440 S 8th St Ste 210
Lincoln, NE 68508
(402) 471-2745



John A. Gale
Chairman



APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION

The Nebraska State Records Board is sponsoring a grant program for Nebraska government agencies for the development of programs and technology to improve electronic access to state government information and services. Grants will be awarded for one time funding of small projects. No grant request shall exceed \$25,000.00. The grants may be used for the creation or enhancement of electronic access and delivery of government services and information, but not to fund ongoing operations. Nebraska government agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

Applications received by May 6, 2013 will be considered for funding by the NE State Records Board at their meeting on July 31, 2013.

NOTE: Loss of Funding. The NE State Records Board may be unable to award grant funds, in whole or in part, in the event funding is no longer available.

Grant Criteria

Grant projects requesting funding must meet criteria #1-3.

1. Enhance the delivery of local government agency services and improve the public and business access to those services.
2. Meet the all applicable Nebraska Information Technology Commission Standards and Guidelines. State's technology access clause for providing equal access to services for persons with disabilities. A copy of the technology access clause is available at: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.
3. If the project or service created or improved pursuant to the grant application involves the licensing, permitting or regulation of businesses, then the project or service must allow integration with the State of Nebraska's Business Portal at: <http://www.nebraska.gov/index.phtml?section=business>, and the One-Stop Online Business Registration System at: <http://www.nebraska.gov/osbr/cgi/domestic.cgi?osbraapplication/init/init/None>.

In addition, the following criteria will be considered when reviewing applications:

- Does the project enhance the delivery of state/local government agency services and improve the public, government and business access to those services?
- Does the project reduce the amount of reliance on human capital, paper, and office overhead?
- Does the project span more than one office or agency?
- What is the size of the customer base for this service and the geographic impact?
- Is there financial and or in kind contribution from other partners?
- Is there documented community support for the project?

Responses are required to all questions in Parts I, II & III in order to be considered for funding:

Part I. Grant Summary

1. Name of agency applying for grant Kimball County Manor
2. Title of project: Electronic Health Records
3. **Brief description of project:**
To purchase electronic health records software in order to interact with hospital and pharmacy partners, increase technology driven reimbursement levels and provide better quality of documentation through coordination and collaboration.
4. Grant amount requested \$ \$14,850.00
5. **If the grant is to create an application, is the application to have a fee associated with its use for accessing public records, or is the application free for use by the public, businesses and other governmental agencies? There is no fee association. Exchange of data is free to the local county hospital, county rural health clinic, local pharmacy and other are physicians.**
There is no fee association. The exchange of data is free to the local county owned hospital, county owned rural health clinic, local pharmacy and other area physicians.

If there is to be a fee, provide any statutory authorization for assessing the fee.

6. Answer the following questions if the grant application is for a Geographic Information System / Geospatial project. If your answer to any of these questions is “no”, please explain.

This project is not for a Geographic Information System.

- a. Do you and the agency you represent agree to provide the data created through the project electronically by means of a geodatabase collected in your project, without costs, with other government agencies in the State that may have a need for such data?

A complete set of data in the form of a geodatabase (spatial, attribute, and metadata) will be provided to the NE Office of the Chief Information Officer within 30 days of completion of project. The data provided will need to meet the Land Record Information and Mapping Standards outlined in the supplemental questionnaire. Future updates to the geodatabase, after implementation of the project, will also need to be made available to the NE Office of the Chief Information Officer at no cost.

- b. If your project incorporates web mapping services, are you willing to make use of current state resources by linking your project to web and data services that are maintained through other online state agency repositories? This would be for data not created by your project but is needed for your project to be effective (i.e., base maps such as aerial imagery, street centerlines, and other authoritative base map data provided as a service through NebraskaMAP.gov).
- c. If your project will be creating web mapping services, are you willing to make available the web services (ie, REST service), without costs, by registering the web service through the NebraskaMAP.gov metadata portal?

Part II. Grant Detail

1. Please describe the project in detail, to include your vision for the project. (You may attach this description).

Purchasing electronic medical records software will allow us to take advantage of cutting-edge technology to free up our staff from paperwork and allow them to provide hands on quality care for our residents. With this purchase we will engage in partnerships with primary care and acute care providers for innovative service delivery in which technology serves as a bridge.

Kimball County Manor and Kimball County Manor Assisted Living is a rural government owned, non-profit nursing facility and assisted living facility that has been in

existence since 1968. Although we are county owned, we are self-sufficient and do not rely on tax supported finances to operate the facility. Primarily we serve a farming, aging community within an approximate 75 mile radius. We are committed to the care and rehabilitation of our residents and community. With electronic medical records, doctors orders can be prescribed online and automatically sent to the pharmacy, radiology and labs, in turn helping to reduce the risk of transcription and legibility errors. It will enable us to interact with our hospital partners and share vital resident information. It is a Web-based records system that can be accessed anytime and anywhere. Consulting medical specialists from larger cities can access the system, which can provide them with instant information into the resident's medical record.

Electronic Medical records software allows better accuracy in documentation which improves reimbursement and also saves time that our staff can use to provide quality hands on care to the residents. It improves workflow, efficiency and allows more accurate information to be documented, which also optimizes our ever decreasing state and federal reimbursement levels.

2. Please describe who the beneficiary or recipient of this service will be.

Beneficiaries will be the present and prospective residents of Kimball County Manor. We primarily serve residents of Kimball, Banner, and Cheyenne counties in Nebraska and some prospective residents from Laramie County in Wyoming.

3. What is the projected activity for access or use of the proposed service?

Access will be 24 hours a day, 7 days a week.

4. Timeline for implementation of the project (a specific completion date (MM/YYYY) must be provided). Grant funds may lapse if not expended prior to completion date.

Go Live Dates: Skilled Nursing 06-01-2013

Assisted Living 06-01-2013

5. Please specify in detail your, or any other Subdivision(s) contribution to the project (financial, labor, equipment etc.). Provide specific dollar amounts.

A cost estimate of the necessary equipment that the Kimball County Manor will purchase is as follows:

A.	Dell Power Edge T320 Server	\$3,948.11	\$ 3,948.11
B.	2 Portable Tablets Dell Latitude E6420 (for Medication Carts)	\$ 725.50	\$ 1,451.00
C.	2 Cyber net Electronic Medical Record Cart	\$1,349.00	\$ 2,698.00
D.	Shipping	\$ 390.00	\$ 390.00
E.	2 Portable Tablets Dell Latitude E6420 (for portable carts)	\$ 725.50	\$ 1,451.00
F.	4 Cyber net iOne-H6 Kiosk	\$1,349.00	\$ 5,396.00
G.	Labor – 5 hours at \$20.00 per hour to install	\$ 100.00	<u>\$ 100.00</u>
	Total		\$15,431.11

- 6. Is other funding available for this project (explain)? Please explain what efforts your agency has made to obtain funding.**

No other funding availability has been found. Long term care does not benefit from CMS (Centers for Medicare and Medicaid Services) federal funding as hospitals and clinics do.

- 7. Does the project require additional statutory authority (explain)?**

No this project does not required additional statutory authority.

- 8. Specify (in detail) what the grant money will be used for. Include a complete cost breakdown of the project. Please attach bids from vendors (if applicable) and describe the relationship, if any, between a vendor and you or your agency.**

All grant monies will be used to purchase the software. Please see the attached sheet "MDI Achieve Pricing Proposal" labeled Appendix 1.

- 9. Why the grant money is needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?**

In this 21st century, medical services and records are very costly. Once the grant money is used to purchase the software, Kimball County Manor will pay a monthly service fee of \$964.00 for support and updates.

- 10. Should available fund not allow the NSRB to grant the full amount requested, but a reduced amount, would this project still be financially feasible?**

Yes, any amount of funding would allow this project to be more feasible.

- 11. Please describe how this project will enhance the delivery of government agency services and improve the public and/or business access to those services.**

Kimball County Manor is county owned, as is Kimball Health Services (the local hospital) and Kimball Health Services Clinic. These three agencies are the only medical providers in our town and surrounding rural community. This project will enhance service delivery by allowing access to resident records 24 hours a day, there in providing comprehensive thorough care to our community members. It is a patient centered care continuum, allowing full participation by all medical providers.

- 12. Please describe how this project will improve the efficiency of agency operations.**
24 hour access allows for other medical providers to have instant contact for residents needs. It will expand the possibilities for consumers and allow us to meet our mission to provide person-centered medical care for the overall well-being of each individual.
- 13. Please describe how this project will facilitate collaboration between either local, state, federal and/or other public or private institutions.**
Technology is the phenomenon that will create the driving force to assure the needs are met for our aging population.
- 14. Does the project involve the licensing, permitting or regulation of business? If yes, explain the project service will allow integration with the State of Nebraska's Business Portal, located at: <http://www.nebraska.gov/index.phtml?section=business>, and the One-Stop Online Business registration system located at: <https://www.nebraska.gov/osbr/index.cgi>**
No this project does not involve the licensing, permitting or regulation of business.
- 15. Community Support. Please include letters of support to document the public expression that has caused you to implement this application.**
Enclosed are four letters of support from the following community members
Ms. Elizabeth Kenyon, Registered Dietitian
Mr. Michael Bemis, Registered Pharmacist
Ms. Alice Evertson, President of the Kimball County Manor Board of Directors
Mr. James Schnell, Mayor of the City of Kimball.

Part III. Technical Information

- 1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.**
Software is purchased through MDI Achieve, a provider of software to the eldercare industry. This company was chosen because their system of clinical and financial software best fit our facility needs.
Hardware requirements are:
1. A Server
 2. Two medication cart tablets
 3. Two portable cart computers
 4. Four wall mounted kiosks
- All of these computers and kiosks allow staff to accomplish real-time accuracy of reporting.
- 2. Address any technical issues with the proposed technology including:**
We do not foresee any technical issues arising that will not be addressed by the software provider.

- **Conformity with general accepted industry standards. Projects which interface with other state systems (such as distance learning systems, geospatial data and web services network) must meet NITC technical standards and guidelines. (The NITC standards and guidelines are located at: <http://www.nitc.state.ne.us/standards/>).**
 - **Compatibility with existing institutional and/or statewide infrastructure.**
 - **Reliability, security and scalability (future needs for growth or adaptation).**
 - **Sustainability (ability to manage future maintenance)**
 - **Items in non-compliance or becoming outdated after completion of project**
- 3. Describe how the project will comply with the State’s Technology Access Clause: meet all applicable Nebraska Information Technology Commission Standards and Guidelines. A copy of the Standards are available at: <http://www.nitc.state.ne.us/standards/index.html>. under 2. Accessibility Architecture.**
- We believe it will meet the standards to the greatest degree possible because there are non-text elements involved in the software and there are also color identification items available.
- 4. Describe how technical support will be provided.**
- Technical support is provided through a monthly subscription fee that will be paid by the Kimball County Manor.

Part IV. STATE LAW COMPLIANCE

Nebraska law, sections 4-108 through 4-114 state that no political subdivision of the State shall provide public benefits, to include grants or contracts, to a person not lawfully present in the United States. If this application is awarded in whole or in part, and during the time the grant is in effect, the undersigned, on behalf of the political subdivision grant applicant, by signing this grant application, affirmatively states and acknowledges that the political subdivision will comply with this law.

Part V. CONTACT INFORMATION & SIGNATURE

Contact person, and title, for any questions regarding this application:

Beverly Schnell Administrator
Printed Name Title

Phone # 308-235-4693 E-mail bev@kcmancor.com

Physical Address: Kimball County Manor 810 East 7th Street
Kimball, Nebraska 69145

I, the Authorized Representative of _____, certify to the Nebraska State Records Board that the applicant/agency has the necessary authority to undertake the proposed project, will comply with Affirmative Action requirements and provide a drug free workplace environment.

Signed this ____ day of _____, 20__

Agency Director

Please return completed application to:

Executive Director
Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, NE 68508-2294
(402) 471-2745
(402) 471-2406 (fax)

Board Staff use only, do not fill in below this line	
Grant Request Number: _____	Date Request Received: _____
Grant Amt Requested: _____	Grant Request Score: _____
Technical Comm. Recommendation: _____	
Grant Disposition: _____	Date of Mtg Minutes: _____

(Last updated 02/15/2013)

MDI Achieve Pricing Proposal

Subscription with Hosting

To:
 Company: Bev Schnell
 Presented To: Kimball County Manor
 Address: 810 EAST 7TH STREET
 City, State, Zip: KIMBALL, NE 69145
 Phone: (308) 235-1693

From:
 Adam Clark
 MDI Achieve, Inc.
 7690 Golden Triangle Drive
 Eden Prairie, MN 55344-3732
 (314)439-6482

Proposal: 201303-4789

This proposal is for the following facilities:

 Kimball County Manor
 Kimball County Manor

Care Setting	Total Number of Beds	Go-Live Dates
Skilled Nursing	49	6/1/2013
Assisted Living	20	6/1/2013

Matrix Package:
Monthly Subscription Fees

	First 18 Months	After 18 Months
Matrix Package Monthly Subscription Subtotal:	\$635	\$907

MDIA Financials:

MDIA Financials Monthly Subscription Subtotal:	\$104	\$164
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Additional Modules:
Additional Modules

Additional Modules Monthly Subscription Subtotal:		\$0
Discount if User agrees to 5 year Agreement term	(\$74)	(\$104)
Monthly Subscription TOTAL	\$665	\$964

	Professional Services		Package Price	Time & Materials Estimate
	Matrix Package Implementation	Additional Modules Implementation		
Kimball County Manor	Matrix EHR Elite	MDIA Financials AP/PL & Payroll/HR	\$1,500	
Kimball County Manor	Matrix EHR			
MDIA Financials Monthly Subscription Subtotal:			\$15,000	
			\$1,500	
				\$0
				\$1,650
				\$14,850

Implementation Contact

Phone Number

 50 % of Professional Services \$7,425
 Final Monthly Fee Deposit \$964
Total Downpayment Required \$8,389
Comments and Notes:

- Agreement and pricing have been determined for an initial term minimum of 3 years, ending on June 30th of the following year. After that initial term, unless a minimum 60-day written notification is received, agreement will be renewed automatically on a yearly basis.
- The following down payment is required to confirm this order.
 - 50% of Professional Service fees
 - The last (1) month of services, equal to the monthly subscription fees after 18 months
- Taxes are extra.
- Pricing is based on the number of beds and facilities. Pricing may be readjusted to reflect changes in volume.
- Implementation services will be invoiced and due as the services are rendered. Hours are estimated and will be invoiced according to the time spent on the project.
- At any time within ninety days of the activation of User's company database, User, at User's sole discretion, may discontinue using Software in exchange for MDI Achieve's refund of the License Fee (minus the License Fee Deposit which shall be retained by MDI Achieve).

Elizabeth (Betty) Kenyon
Registered Dietitian
Licensed Medical Nutritional Therapist
140720 Experiment Farm Road
Mitchell NE 69357
308-623-1082

April 19, 2013

Nebraska State Records Board
Records Management Division
440 South 8th Street, Suite #210
Lincoln, Nebraska 68508

This letter is in support of the application of Kimball County Manor in their request for funds for electronic health records. I write as a registered dietitian, who has served as consultant dietitian for this nursing home for a number of years.

As I consult in other health care facilities, and as I teach “on line” at Western Nebraska Community College, I continue to appreciate the value of converting to electronic records for accuracy and convenience.

As a dietitian, I would hope to be able to “sign in” to the Manor medical chart from my home in Mitchell (60 miles away) to complete a dietary assessment. This will be a more timely assessment and would improve resident care.

Thank you for your careful consideration of this application. If I can offer further input feel free to contact me.

Sincerely,


Elizabeth Kenyon

To the Nebraska State Records Board:

I am writing on behalf of the Kimball County Manor in Kimball, Nebraska. The Manor is applying for grant funds to help with the implementation of the electronic recordkeeping which the nurses will be using. We are at the beginning of the process of achieving our goal of using electronic methods for record keeping.

It is hoped that the use of electronic health records will allow the nurses to be more specific and detailed with their entries and will cut down on the use of paper thereby being more environmentally friendly. This will also allow the pertinent information to be used by the hospital and pharmacy in our community so as to coordinate care in our community.

The Kimball County Manor is a county-owned entity and therefore it is eligible to receive this grant. As President of the Board, I think this would help our efficiency greatly. Kimball County has a large population of elderly, so the technology of electronic record keeping will be used for many years.

Thank you for your consideration of Kimball County Manor as a grant recipient.

Alice Evertson

A handwritten signature in cursive script that reads "Alice Evertson". The signature is written in black ink and is positioned below the printed name.

President
Kimball County Manor Board

04-20-13

TO: Nebraska State Records Board

FROM: Bemis Drug/Michael Bemis

RE: Grant for electronic medical records software

To Whom it May Concern,

Bemis Drug supports the use of electronic medical records. We feel that it greatly reduces the risk for errors, improve access to patient records, increases efficiency and will help streamline the process of patient care.

We 100% embrace the opportunity to work with Kimball County Manor and Assisted Living with implementation and use of electronic medical records.

Sincerely,



Michael Bemis, RP
Bemis Drug
129 S Chestnut St.
Kimball, NE 69145



DESTINATION HIGH POINT

City of Kimball
223 S. Chestnut St.
Kimball, NE 69145

April 11, 2013

Nebraska State Records Board
Records Management Division
440 South 8th Street, Suite 210
Lincoln, NE 68508

To Whom It May Concern:

This letter is being written to support the Kimball County Manor project. The project is to purchase electronic health records software to interface with hospital and pharmacy partners, increase technology driven reimbursement levels and provide quality of documentation through coordination and collaboration.

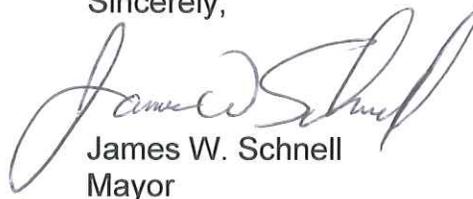
Kimball County Manor, a government owned non-profit nursing facility and assisted living facility since 1968, is a self-sufficient facility primarily serving a farming, aging community within an approximate 75 mile radius.

At this time, every business is conscious of cost and efficiency. Although the Manor is County-owned, they are self-sufficient and do not rely on taxes to operate the facility. The software will allow Manor personnel to take advantage of cutting-edge technology with the end result enabling the staff to provide hands-on quality care for their residents. This software will enable doctors' orders to be prescribed on-line and automatically sent to the pharmacy, radiology and labs. Manor personnel will also be able to interact with hospital partners and share vital resident information.

The residents of Kimball, Banner and Cheyenne counties in Nebraska and Laramie County in Wyoming will benefit greatly from this program.

For the above reasons, I support this program and encourage your financial assistance for Kimball County Manor.

Sincerely,



James W. Schnell
Mayor



April 24, 2013

Nebraska State Records Board
Records Management Division
440 South 8th Street, Ste 210
Lincoln, NE 68508

Dear sir or madam,

As Medical Director of the Kimball County Manor and Kimball County Manor Assisted Living facilities I am writing in support of their purchase of an electronic medical record with Nebraska State Records Board grant funding. Given the inherent acuity level of nursing home and assisted living facility residents and the frequency with which they visit healthcare providers, often in multiple different locations, an accessible electronic medical record would greatly enhance both healthcare provision and monitoring. Please feel free to contact me with any questions.

Best regards,

A handwritten signature in black ink, appearing to read 'Trevor Bush MD', is written over a horizontal line.

Trevor Bush MD